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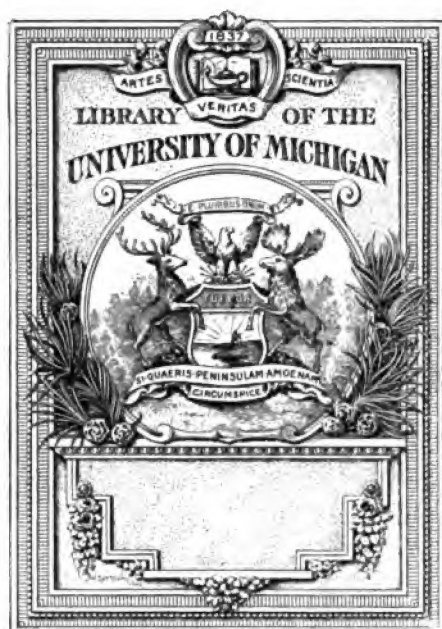
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# GENERAL INDEX.

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(*Corr.*) = Correspondence. (*Rev.*) = Review.

|   | Page |  | Page     |
|---|------|--|----------|
| Aberdeen Public Libraries. Additions          | 88   | Bangor, G. Roberts apptd. Librarian        | 171      |
| — Report ... ..                               | 424  | Barr, J. Information boards for            |          |
| — Salaries ... ..                             | 444  | libraries ... ..                           | 76       |
| Accounts.                                     |      | Barrett, F. T. Elected President of        |          |
| Neesham, E. W. Cash receipts and              |      | Library Association ... ..                 | 15       |
| petty cash ... ..                             | 248  | Barrow-in-Furness Public Library.          |          |
| Accrington Public Library. Notice ...         | 254  | F. Aidney appointed assistant ...          | 375      |
| — Progress ... ..                             | 88   | Batley Public Library. Opened ...          | 171      |
| Acton Public Library. Re-opened ...           | 89   | Battersea Public Libraries. Report         | 259      |
| Acts. <i>See</i> Libraries Acts.              |      | Bebington Public Library. Lectures         | 254      |
| Actuaries' Institute. Catalogue ...           | 90   | Belfast Public Libraries. Falls Road       |          |
| Admiralty. F. Brand resigns Lib-              |      | Branch opened ... ..                       | 295      |
| rarianship ... ..                             | 375  | — Oldpark Road Branch. Catalogue           | 257      |
| — W. G. Perrin apptd. Librarian               | 375  | — — Progress ... ..                        | 53       |
| Advertising.                                  |      | Belgium. A Librarian's visit; by J. D.     |          |
| Barr, J. Information Boards for               |      | Brown ... ..                               | 361      |
| Public Libraries ... ..                       | 76   | Berlin. Grant by Dr. Carnegie              | 13       |
| Aidney, F. Appointed Assistant,               |      | — Royal Library. Report ...                | 139      |
| Barrow-in-Furness Pub. Library                | 375  | Bethnal Green Library ... ..               | 13       |
| Aitken, V. A. Stamping books ...              | 155  | — Bequest ... ..                           | 54       |
| American and British open access ...          | 46   | Betting news, obliteration; by T. Green    | 32       |
| American children's libraries... ..           | 211  | Bexley. Welling Branch Library. Site       | 254      |
| American Public Libraries ... ..              | 445  | <i>Bibliographie du bon livre Français</i> |          |
| Appeals for gifts. ( <i>Corr.</i> ) ... ..    | 40   | ( <i>Rev.</i> ) ... ..                     | 97       |
| Appointments 15, 57, 146, 219, 256,           |      | Bibliography of earthworks ... ..          | 147      |
| 299, 341, 375, 423                            |      | <i>Bibliophile.</i> ( <i>Rev.</i> ) ... .. | 345      |
| Arbroath Public Library. Report ...           | 52   | Binding. <i>See</i> Bookbinding.           |          |
| Art Galleries, Libraries and Museums;         |      | Birkdale Public Library. Open access       |          |
| by A. C. Piper ... ..                         | 419  | adopted ... ..                             | 53       |
| Ashton-under-Lyne Public Library.             |      | Birkenhead Public Library. Plans...        | 89       |
| Report ... ..                                 | 424  | Birmingham and District Library            |          |
| Assistants. Salaries ... ..                   | 336  | Association. Meetings ... ..               | 267, 426 |
| — Pilzgin, B. The lord of creation            |      | — Summer School ... ..                     | 17       |
| in the library ... ..                         | 284  | Birmingham Public Libraries. Notes         | 93       |
| Atherton Public Library. Report ...           | 180  | — Report ... ..                            | 180      |
| Averill, A. J. Appointed senior assist-       |      | Bishopsgate Institute. Deeds of Crosby     |          |
| ant, Stoke-on-Trent ... ..                    | 341  | Hall ... ..                                | 54       |
| Bailey, Sir W. H. "Book-worms"                |      | Blackburn Public Library. Report ...       | 258      |
| dinner ... ..                                 | 299  | Blackpool Public Library. Infected         |          |
| Baker, E. A. Created D.Lit. ...               | 341  | books ... ..                               | 296      |
| — History in fiction. ( <i>Rev.</i> ) ...     | 98   | Bodleian Library. <i>See</i> Oxford.       |          |
| — Praise of a simple life. ( <i>Rev.</i> )... | 375  | Bolton Public Libraries. Grants to         |          |
| Ballinger, J. Elected governor, National      |      | assistants ... ..                          | 171      |
| Library, Wales ... ..                         | 57   | — Non-resident borrowers. ( <i>Corr.</i> ) | 349      |
| Bangor (Ireland), Grant by Dr. Carnegie       | 171  | — Report ... ..                            | 258      |
| Bangor (Wales) Public Library. Opened         | 215  | — High St. Branch. Re-organisation         | 209      |



|                                       | Page         |   | Page                       |
|---------------------------------------|--------------|---|----------------------------|
| Bo'ness Public Library. Concerts ...  | 254          | Brown, J. D. Librarian's visit to             |                            |
| Bonhill. New Public Library ...       | 12           | Belgium ... ..                                | 361                        |
| Bonnyrigg. Grant by Dr. Carnegie...   | 142          | — Manual of Library Economy.                  |                            |
| — Libraries Acts adopted ...          | 171          | (Rev.) ... ..                                 | 129                        |
| Book collectors; by G. A. Stephen     | 194, 225     | — The small library. (Rev.) ...               | 97                         |
| Book exhibitions:—                    |              | Brünner, M. A. R. The library as a            |                            |
| Book museum at Brussels ...           | 337          | place for women ... ..                        | 137                        |
| Brown, J. D. Book exhibitions ...     | 201          | Brunt, H. S. Appointed assistant,             |                            |
| Staley, G. F. Book exhibitions ...    | 106          | Sheffield University Library ...              | 146                        |
| Book notices. See Reviews.            |              | Brussels. Book museum ...                     | 337                        |
| Book prices current. (Rev.) ...       | 300          | — International Liby. Conference              | 220                        |
| Book Review Digest. (Rev.) ...        | 96, 424      | — Visit of Photographic Conven-               |                            |
| Book selection, discarding; by J. D.  |              | tion ... ..                                   | 390                        |
| Young ... ..                          | 108          | Buffalo Public Library. Report ...            | 425                        |
| — Local collections; by J. Ross ...   | 71           | <i>Bulletin des bibliothèques populaires.</i> |                            |
| Bookbinding:—                         |              | (Rev.) ... ..                                 | 97                         |
| Coutts, H. T. Bookbinding: orders     |              | Bury Public Library. Bequest ...              | 13                         |
| and checking ... ..                   | 113          | Calcutta Imperial Library. Macfar-            |                            |
| — Home binderies ... ..               | 150          | lane memorial ... ..                          | 423                        |
| Hawkes, A. J. Binding of part music   | 31           | Camberwell, North Liby. Lectures              | 216                        |
| Bookless libraries ... ..             | 45           | Cambridge. Pepys' Liby. catalogue             | 143                        |
| Books. Peddie, R. A. A catalogue of   |              | Card charging and appliances; by              |                            |
| incunabula ... ..                     | 325          | F. C. Cole ... ..                             | 26, 188                    |
| Booksellers and net books; by F.      |              | Card system for registration of               |                            |
| Hanson. (Corr.) ... ..                | 150          | borrowers; by F. W. T. Lange                  | 272                        |
| "Book-worms" dinner ... ..            | 299          | Cardiff Public Libraries. Information         |                            |
| Bootle Public Libraries. Lectures ... | 165          | bureau ... ..                                 | 255                        |
| — Report ... ..                       | 180          | — Lectures ... ..                             | 377                        |
| — Supplementary catalogue ...         | 342          | — School libraries ... ..                     | 338, 372                   |
| Borrajio, E. M. Dinner ... ..         | 218          | Carnegie, Dr. A. Grants to:—                  |                            |
| Borrowers' tickets. See Tickets.      |              | Bangor ... ..                                 | 171                        |
| Boston Public Library. Donation ...   | 12           | Berlin ... ..                                 | 13                         |
| — (U.S.) Childrens' libraries ...     | 211          | Bonnyrigg ... ..                              | 142                        |
| Bournemouth Public Libraries. Branch  |              | Dundee ... ..                                 | 143                        |
| opened ... ..                         | 171          | Enfield ... ..                                | 339                        |
| — Supplementary catalogue ...         | 177          | Fulham ... ..                                 | 173                        |
| Brand, F. Librarian to the Admiralty  |              | King's Norton ... ..                          | 54                         |
| resigns ... ..                        | 375          | Llandudno ... ..                              | 216                        |
| Branksome Public Library. Progress    | 13           | Madeira, Australia ... ..                     | 254                        |
| Brentford Public Library. Finances    | 215          | Merthyr Tydfil ... ..                         | 218                        |
| — Rate exemption ... ..               | 296          | Middlesbrough ... ..                          | 298                        |
| — Report ... ..                       | 142          | New York ... ..                               | 14                         |
| Bridgend Public Library. Opened ...   | 142          | Radcliffe ... ..                              | 14                         |
| Brighton. Library Association meet-   |              | Stourbridge ... ..                            | 56                         |
| ing. (Corr.) ... ..                   | 457          | Thurso ... ..                                 | 15                         |
| — Art Gallery. Alpine photographs     | 257          | Torquay ... ..                                | 340                        |
| — Public Libraries. Catalogue of      |              | Walthamstow ... ..                            | 423                        |
| early books ... ..                    | 178          | West Bromwich ... ..                          | 92                         |
| — Lectures ... ..                     | 371          | Willesden (Kilburn) ... ..                    | 177                        |
| — Report ... ..                       | 371, 425     | Cash receipts and petty cash: by              |                            |
| Bristol Public Libraries. Notes ...   | 89           | E. W. Neesham ... ..                          | 248                        |
| — Report ... ..                       | 180          | Castlebar. Libraries Acts adopted...          | 172                        |
| British Museum Library ... ..         | 100          | Catalogues ... ..                             | 48, 177, 257, 342          |
| — Re-opened ... ..                    | 216          | — Stewart, J. D. The sheaf cata-              |                            |
| — Stephen, G. A. Cataloguing rules    | 401          | logue ... ..                                  | 41, 85, 123, 204, 281, 364 |
| Bromley Public Library. Lectures      |              | — Turnbull, T. E. Pittsburgh Liby.            |                            |
| ... ..                                | 53, 165, 421 | Catalogue ... ..                              | 48                         |
| — Literary society ... ..             | 172          | Cataloguing. Stephen, G. A. British           |                            |
| — Scholars' visits ... ..             | 296, 371     | Museum cataloguing rules ...                  | 401                        |
| Brooklyn, Pratt Institute. Report ... | 261          | Caversham Public Library. E. B. Hobbs         |                            |
| Brown, E. Resigns Librarianship,      |              | appointed Librarian ... ..                    | 57                         |
| Coventry ... ..                       | 449          | — Opened ... ..                               | 254                        |
| Brown, J. D. Book exhibitions ...     | 201          | — Rates. Exemption refused ...                | 421                        |
| — Institute of Librarians. (Corr.)    | 311          | Cawthorne, A. <i>The Readers' Review.</i>     |                            |
| — Lectures at Brussels ... ..         | 342          | (Corr.) ... ..                                | 148                        |

|   | Page                                 |  | Page          |
|---|--------------------------------------|--|---------------|
| Chambers, W. G. Registration of Librarians ... ..                                       | 241                                  | Dornoch Public Library opened ...                              | 172           |
| Champneys, A. L. Public Libraries. ( <i>Rev.</i> ) ... ..                               | 66                                   | Dorsetshire. School Libraries ...                              | 172, 372      |
| Charging. <i>See</i> Card charging, Ledger charging                                     |                                      | Douglas, D. Appd. Acting-Librarian, Dundee ... ..              | 172           |
| Chelmsford Public Library. Report ...   | 143                                  | — Death ... ..   | 256           |
| Cheshunt Public Library opened ...  | 89                                   | Dublin Public Libraries. Closed ...                            | 296           |
| Children's rooms; by P. E. Farrow ...   | 103                                  | — Rate limit ... ..  | 372           |
| Chorley Public Library. Lectures ...  | 421                                  | Dumbarton Public Library. Site ...                             | 422           |
| Christiania. Deichmanske Bibliothek ...   | 178, 259                             | Duménil, R. L. Appointed Assistant, Hackney ... ..             | 299           |
| Clarke, O. E. Book labelling ...  | 67                                   | — Preparation of magazines for the tables ... ..               | 353           |
| Classification of the form classes; by "Utilitarian" ... ..                             | 321                                  | Dumfries Public Library. Bazaar ...                            | 255           |
| Clegg, A. Appointed Librarian, Radcliffe ... ..   | 57                                   | — List of additions ... ..                                     | 257           |
| Cole, F. C. Card charging and appliances ... ..   | 26, 188                              | Duncan, J. Appointed Sub-librarian, Dundee ... ..              | 341           |
| — Examinations. Honours ...   | 146                                  | Dundee. Lecture by A. H. Millar ...                            | 376           |
| Colne Public Library opened ...   | 53                                   | — J. Maclauchlan's library sold ...                            | 339           |
| Columbia Public Libraries. Report ...   | 425                                  | — Public Libraries.} Death of Librarian ... ..                 | 146, 166      |
| Committee work; by E. W. Neesham ...  | 351                                  | — — Donation for site ... ..                                   | 447           |
| Comparative library statistics ...  | 10                                   | — — D. Douglas appointed Acting-Librarian ... ..               | 172           |
| Congress Library, Washington. Calendar of Washington papers ...                         | 178                                  | — — Death ... ..   | 256           |
| — Naval records ... ..  | 178                                  | — — J. Duncan appointed Sub-Librarian ... ..                   | 341           |
| — Report ... ..   | 344                                  | — — Grant by Dr. Carnegie ...                                  | 143           |
| Co-ordination of the various departments of an open access library; by W. McGill ... .. | 246                                  | — — A. H. Millar appointed Librarian ... ..                    | 257, 293, 299 |
| Cork Public Library. Mutilations ...  | 53                                   | — — Reference catalogue ... ..                                 | 54            |
| — Report ... ..   | 180                                  | Dunedin Public Library. Progress ...                           | 13            |
| Correspondence ... ..   | 40, 62, 101, 148, 311, 349, 427, 457 | Earthworks. Bibliography; by I. C. Gould ... ..                | 147           |
| <i>Council's Journal</i> . Library topics; by A. J. Philip ... ..                       | 219                                  | East Ham Public Library opened ...                             | 372           |
| Coutts, H. T. Bookbinding: Orders and checking ... ..                                   | 113                                  | Eccles Public Library. Expenditure ...                         | 447           |
| — Home binderies ... ..   | 150                                  | — Opened ... ..  | 172           |
| Coventry Public Library. Bequest ...  | 338                                  | Edinburgh. Advocates Library. Alterations ... ..               | 54            |
| — Resignation of Librarian ...  | 449                                  | — Public Libraries. Bookbinding ...                            | 372           |
| Crewe, Mechanics' Institute. E. J. Hempton appointed Librarian ...                      | 256                                  | Editorial: American and British open access ... ..             | 46            |
| Crosby Hall; by C. W. F. Goss. ( <i>Rev.</i> ) ...                                      | 375                                  | — Bookless Libraries ... ..                                    | 45            |
| Croydon Public Libraries. Exhibition ...  | 422                                  | — Glasgow Library Conference ...                               | 121           |
| — Publications ... ..   | 343                                  | — I. Chalkley Gould ... ..                                     | 161           |
| — Report ... ..   | 180                                  | — Latest professional magazine ...                             | 369           |
| — Staff Guild ... ..  | 50                                   | — Registration of Librarians ...                               | 441           |
| <i>Cumulative Book Index</i> . ( <i>Rev.</i> ) ...                                      | 96                                   | — Survey of progress ... ..                                    | 1             |
| Cutting books; by L. Fairweather ...  | 159                                  | Enfield Public Library. Grant by Dr. Carnegie ... ..           | 339           |
| Darlington Public Library. Donation ...   | 13                                   | English Association. Glasgow centre ...                        | 373           |
| — Report ... ..   | 54                                   | Erdington Public Library. Catalogue ...                        | 177           |
| Darwen Public Library. Opening ...  | 13, 446                              | — Opened ... ..  | 54            |
| Delivery stations; by H. Peters ...   | 274                                  | Euston. Railway library and club ...                           | 91            |
| Denne, G. E. Show-cases for books ...   | 70                                   | Examinations. Notes ... ..                                     | 263           |
| Derby Mechanics' Institute. F. Little appointed Librarian ... ..                        | 299                                  | Exeter. Royal Albert Memorial Institute; by H. T. Soper ... .. | 411           |
| Dewsbury Public Libraries. Fiction censorship ... ..                                    | 172                                  | Exhibitions. <i>See</i> Book exhibitions.                      |               |
| Dickens Library, Guildhall ... ..   | 339                                  | Expenditure, estimates; by O. C. Hudson ... ..                 | 134           |
| Directories and time tables; by J. S. Waldron ... ..                                    | 239                                  | Fairweather, L. How to cut the leaves of a book ... ..         | 159           |
| Discarding—Book selection; by J. D. Young ... ..  | 108                                  | Farrow, P. E. Children's rooms ...                             | 103           |
|   |                                      | — Staff conferences ... ..                                     | 154           |
|   |                                      | — Stock book ... ..  | 33            |

|  | Page          |  | Page          |
|--|---------------|--|---------------|
| Fiction :—                                 |               | Hackney Public Library. Decoration       | 55            |
| Baker, E. A. History in fiction.           |               | — R. L. Duménil appd. Assistant          | 299           |
| (Rev.) ... ..                              | 98            | — Opening ... ..                         | 373           |
| “ Utilitarian.” Classification of the      |               | — W. H. Parker appd. Sub-Librn.          | 299           |
| form classes ... ..                        | 321           | — Progress ... ..                        | 90, 173       |
| Filing of periodicals; by E. E.            |               | Hamilton Public Library opened           | 143           |
| Glenister ... ..                           | 350           | Hamlet, Miss B. Appd. Librarian,         |               |
| Finsbury Public Libraries. Report          | 259           | Penarth ... ..                           | 15            |
| Fostall, H. Appointed assistant,           |               | Hammond Co. On typewriters. (Corr.)      | 149           |
| Sunderland ... ..                          | 375           | Hampstead Public Libraries. Cata-        |               |
| Fudge, A. H. Literary aids ... ..          | 315           | logue... ..                              | 90            |
| Fulham Public Libraries. Central           |               | — Belsize Branch. Catalogue              | 178           |
| Library ... ..                             | 90, 339       | — Central Library. Extension             | 339, 448      |
| — Grant by Dr. Carnegie ... ..             | 173           | Hanley Public Library. Report            | 258           |
| — Report ... ..                            | 260           | Hanson, F. Booksellers and net books.    |               |
| Gateshead Public Library. Supple-          |               | (Corr.) ... ..                           | 150           |
| mentary catalogue... ..                    | 257, 263      | Hare, H. T. On library planning          | 341           |
| — W. Wilson. On school libraries           | 147           | Harlesden Public Library. See Willesden. |               |
| Gifts, Appeals for (Corr.) ... ..          | 40            | Harris, W. J. Bibliography of trans-     |               |
| Gilbert, M. Ladies' rooms ... ..           | 78            | lations ... ..                           | 376           |
| Gill, A. K. Staff time sheets... ..        | 23            | Harrogate Public Library. Exhibition     | 216           |
| Glasgow. Library Association Confe-        |               | Haverhill Public Libraries. Report       | 258           |
| rence. Notes ... ..                        | 168           | Hawkes, A. J. Binding of part music      | 31            |
| — St. Mungo's city ... ..                  | 83            | — Popularising Reference Libs.           | 62, 328       |
| — Baillie's Institute. Report              | 258           | — Subject hunting ... ..                 | 156, 427      |
| — Public Libraries. Bridgeton Lby.         |               | Heckmondwike Public Library              | 90            |
| Catalogue ... ..                           | 178           | Hempton, E. J. Appointed Librarian,      |               |
| — Handbook ... ..                          | 131           | Mechanics' Institute, Crewe              | 256           |
| — Lectures ... ..                          | 255, 339, 422 | Henderson, H. Appointed Assistant,       |               |
| — Mitchell Library. Founda-                |               | Walthamstow ... ..                       | 57            |
| tion-stone laid ... ..                     | 143           | Hidden treasure in libraries ... ..      | 445           |
| — Notes ... ..                             | 215           | High Wycombe. T. Morris appointed        |               |
| — Resignation of Sub-                      |               | Librarian ... ..                         | 15            |
| Librarian ... ..                           | 449           | History in fiction; by E. A. Baker.      |               |
| — Parkhead Library. Cata-                  |               | (Rev.) ... ..                            | 98            |
| logue... ..                                | 342           | Hobbs, E. B. Appointed Librarian,        |               |
| — Springburn Library. Cata-                |               | Caversham ... ..                         | 57            |
| logue... ..                                | 178           | Holiday literature ... ..                | 98            |
| — Staff entertainments 172, 255,           | 373           | Hornsey Public Libraries. Scientific     |               |
| — Stirling's Library. Report               | 258           | literature ... ..                        | 90            |
| Glenister, E. E. Filing of periodicals     | 350           | House of Commons Library. A Kitto        |               |
| Goss, C. W. F. Crosby Hall. (Rev.)         | 375           | appointed Assistant ... ..               | 299           |
| Gould, I. C., <i>Library World</i> . Death | 161           | — A. Smyth appointed Librarian...        | 299           |
| Govan Public Library. Report               | 425           | Hove Public Library. Foundation-         |               |
| Graham, W. Appointed Librarian,            |               | stone laid ... ..                        | 13            |
| Ilkley ... ..                              | 147           | — Open-air reading room ... ..           | 255           |
| Grand Rapids Public Library. Report        | 258           | — Progress ... ..                        | 447           |
| Gravesend Public Library. Donation         | 89            | How to cut the leaves of a book; by      |               |
| — Juvenile lectures ... ..                 | 172           | L. Fairweather ... ..                    | 159           |
| — Sunday closing ... ..                    | 13            | Hudson, O. C. Estimate of annual         |               |
| Great Crosby Public Library. Catalogue     | 257           | expenditure... ..                        | 134           |
| Great Harwood Co-operative Society.        |               | Hull Public Library. Bequest             | 143           |
| Catalogue ... ..                           | 342           | Hyde Public Library. Report              | 259           |
| Green, T. Obliteration of betting news     | 32            | Ilford Public Library. Finances          | 173           |
| Greenwich Public Libraries. London         |               | — J. Radcliffe appointed Librarian       | 423           |
| Street Branch ... ..                       | 55, 173       | Ilkley Public Library. W. Graham         |               |
| Grimsby Public Library. Book-marks         | 54            | appointed Librarian ... ..               | 147           |
| Guide plans in libraries ... ..            | 8             | — Opened ... ..                          | 173           |
| Guildhall Library. Dickens Library         | 339           | Indicators. Oswald, W. K. A patience     |               |
| — Dinner to Librarian ... ..               | 218           | exerciser ... ..                         | 289           |
| — F. Lambert appd. Museum clerk            | 256           | Infected books. Germs in borrowed        |               |
| — Library Committee dinner                 | 373           | books ... ..                             | 57            |
| — C. H. Peach appd. junior clerk           | 256           | Ingram, John. Resigns Sub-librarian-     |               |
| Guppy, H. Report on municipal classes,     |               | ship, Mitchell Library, Glasgow          | 449           |
| Manchester ... ..                          | 140, 177      | Institute of Librarians ... ..           | 214, 294, 335 |

|  | Page          |
|--|---------------|
| Institute of Librarians, by J. D. Brown. ( <i>Corr.</i> ) ...          | 311           |
| International Library Congress, Brussels, 1910 ...                     | 220           |
| Ireland. Assistant Librarians' Association ...                         | 183           |
| — Public Libraries Association ...                                     | 222           |
| Islington Public Libraries. Central Library opened ...                 | 173           |
| — Reference Library opened ...   | 374           |
| — Modification of scheme ...   | 297           |
| — North Library. Issues ...  | 55            |
| — Staff club rules ...   | 52            |
| — Staff entertainment ...  | 297           |
| — Talks to children ...  | 374           |
| — West Library. Exhibition ...   | 144, 339      |
| — Opened ...   | 55            |
| Johannesburg. Lecture by Librarian ...                                 | 54            |
| — Public Library. Report ...   | 144           |
| Jones, B. Resigns librarianship, Llangollen ...                        | 341           |
| Juvenile libraries:—   |               |
| American childrens' libraries ...                                      | 211           |
| Farrow, P. E. Childrens' rooms ...                                     | 103           |
| Keighley Public Library. Carnegie Bust ...                             | 373           |
| Kendal Public Library. Periodicals ...                                 | 216           |
| — Report ...   | 425           |
| Kensal Rise Pub. Liby. <i>See</i> Willesden                            |               |
| Kettering Public Library. Report ...                                   | 425           |
| Kilburn Public Library. <i>See</i> Willesden                           |               |
| Kilmarnock Public Library. Sunday opening ...                          | 447           |
| King's Norton Public Libraries. Grant by Dr. Carnegie ...              | 54            |
| Kingston Public Library. Report ...                                    | 259           |
| Kingstown (S.A.) Public Library. Mrs. Pennell, appointed Librarian ... | 219           |
| Kitto, V. Appointed assistant, House of Commons Library ...            | 299           |
| Koch, T. W. Portfolio of Carnegie Libraries. ( <i>Rev.</i> ) ...       | 141           |
| Kristiania. Deichmanske Bibliothek ...                                 | 178, 259      |
| Labelling books; by O. E. Clarke ...                                   | 67            |
| Ladies' Rooms; by M. Gilbert ...                                       | 78            |
| Lambert, F. Appd. Museum Clerk, Guildhall Library ...                  | 256           |
| Lange, F. W. T. Card system for registration of borrowers ...          | 272           |
| Lecture courses ...  | 165, 288, 377 |
| — by W. S. C. Rae ...  | 81            |
| Ledger charging; by G. F. Staley ...                                   | 35            |
| Leeds Public Libraries. Branch ...                                     | 144           |
| — Report ...   | 259           |
| — University. Lectures on Library Economics ...                        | 310           |
| Leicester Public Libraries. Report ...                                 | 259           |
| Lewin, P. E. Honorarium ...  | 218           |
| Lewisham Public Libraries. Hither Green Branch ...                     | 145, 255, 298 |
| — Staff excursion ...  | 144           |
| Leyton Public Libraries. Branch opened ...                             | 206           |
| Libraco, Ltd. Registration ...   | 387           |
| Libraries:—  |               |
| Bookless libraries ...   | 45            |

|   | Page          |
|---|---------------|
| Libraries:—   |               |
| Brown, J. D. Librarian's visit to Belgium ...                               | 361           |
| Champneys, A. L. Public Libraries. ( <i>Rev.</i> ) ...                      | 66            |
| Koch, T. W. Portfolio of Carnegie Libraries. ( <i>Rev.</i> ) ...            | 141           |
| Librarian abroad: an East End Library ...                                   | 163           |
| Piper, A. C. Libraries, Museums and Art Galleries ...                       | 419           |
| Pub. libraries: a survey of progress ...                                    | 1             |
| Libraries Acts adopted:—  |               |
| Bonnyrigg ...   | 171           |
| Castlebar ...   | 172           |
| Llandudno ...   | 13            |
| Libraries Acts rejected, Meath ...  | 256           |
| Libraries and Librarians 12, 52, 88, 171, 215, 254, 295, 338, 371, 421, 446 |               |
| Library. ( <i>Rev.</i> ) ...  | 95            |
| Library as a place for women; by M. A. R. Brünner ...                       | 137           |
| Library Assistant. ( <i>Rev.</i> ) ...                                      | 95            |
| Library Assistants' Association. Annual dinner ...                          | 222           |
| — Cricket match ...   | 19            |
| — Joint meeting with Library Association ...                                | 301           |
| — Meetings ...  | 183, 266, 309 |
| — Programme, 1907-08 ...  | 181           |
| — Social meeting ...  | 456           |
| — Yorkshire Branch ...  | 427           |
| Library Association. Annual meeting, 1907. An impression ...                | 121           |
| — Notes ...   | 168           |
| — Programme ...   | 58            |
| — 1908 ...  | 220, 457      |
| — F. T. Barrett elected President ...                                       | 15            |
| — Classes ...   | 16, 266       |
| — Examination, 1907. Pass list ...  | 61            |
| — 1908 ...  | 380           |
| — Criticism of papers; by T. E. Turnbull ...                                | 452           |
| — Essays ...  | 310           |
| — 1909 ...  | 456           |
| — Finances re meetings ...  | 251           |
| — Joint meeting with Library Assistants' Association ...                    | 301           |
| — Meetings ...  | 16, 265, 345  |
| — Programme, 1907-08 ...  | 219           |
| — Summer School, 1908 ...   | 454           |
| — Bristol and Western Branch. Meetings ...                                  | 222, 387      |
| — North-Western Branch. Annual meeting ...                                  | 303           |
| — Bulletin ...  | 369           |
| — Echoes ...  | 348, 385      |
| — Meetings ...  | 184, 381      |
| — Report ...  | 347           |
| — Summer School ...   | 19            |
| Library Association Record. Comments ...                                    | 213           |
| — ( <i>Rev.</i> ) ...   | 94            |
| Library Associations 16, 58 181, 219, 265, 301, 345, 380, 426, 454          |               |

|   | Page   |   | Page          |
|---|--|---|---------------|
| Library Economics   | 25, 67, 103, 150, 188, 225, 269, 313, 350, 391, 429, 458 | Manchester. Municipal Officers' Guild                       | 217           |
| <i>Library Journal</i> . (Rev.)   | ...  | — Report  | ...           |
| Library lectures  | 165, 288, 377  | — Technical collection                                      | 174, 374      |
| Library Press   | ...  | — Rylands Library. Death of Mrs. Rylands                    | ...           |
| Library Publications  | 177, 257, 342, 424                                       | — Statue of Mrs. Rylands                                    | 256           |
| <i>Library Work</i> . (Rev.)  | ...  | Manual of Library Economy; by J. D. Brown. (Rev.)           | ...           |
| <i>Library World</i> . Death of I. C. Gould                                   | 161  | — Relations between the staff, and the staff and readers    | 269           |
| — and the <i>L.A. Record</i> ; by G. T. Shaw                                  | ...  | — Staff time sheets   | ...           |
| Lincoln Public Liby. Annual lecture   | 422  | — Supplementary tickets                                     | 313           |
| Literary aids; by A. H. Fudge   | 317  | Maw, T. E. Library year-book. (Corr.)                       | 101           |
| Literary and Debating Soc., Plaistow; by D. McDougal. (Corr.)                 | 63   | Meath. Libraries Acts rejected                              | 256           |
| <i>Literary Year-book</i> , 1908. (Rev.)                                      | 299  | Merthyr Tydfil. Grant by Dr. Carnegie                       | 218           |
| Little, F. Appointed Librarian, Mechanics' Institute, Derby                   | 299  | Middlesborough Public Libraries. Grant by Dr. Carnegie      | 298           |
| Liverpool. Lyceum Library, Anniversary  | ...  | Millar, A. H. Appointed Librarian, Dundee                   | 257, 293, 299 |
| Llandudno. Grant by Dr. Carnegie  | 216  | — Lecture   | ...           |
| — Libraries Acts adopted  | 13   | Montrose Public Library. Building                           | 340           |
| Llangollen Public Library. B. Jones resigns Librarianship                     | 341  | — Press report  | ...           |
| Local Collections:—   |  | — Refuse loan   | ...           |
| Parker, S. J. Local prints  | 278  | — Report  | 14, 145, 260  |
| Ross, J. Book selection: local collections                                    | 71   | Morris, T. Appointed Librarian, High Wycombe                | 15            |
| London County Council. School Libraries                                       | 13   | Museums, Libraries and Art Galleries; by A. C. Piper        | 419           |
| London Library. Annual meeting  | 14   | Myatt, J. D. Appointed Librarian, Newcastle-under-Lyme      | 299           |
| London University College Library opened                                      | 374  | Nantyglo Public Library opened                              | 55            |
| Lord of creation in the library; by B. Pilzgin                                | 284  | Neesham, E. W. Cash receipts and petty cash                 | 248           |
| Loughborough Public Liby. Burglary  | 217  | — Committee work  | 351           |
| McDougal, D. Literary and Debating Society, Plaistow. (Corr.)                 | 63   | Nelson Public Library opened                                | 340           |
| Macfarlane, J. Memorial, Calcutta   | 423  | Net books. Hanson, F. Booksellers and net books. (Corr.)    | 150           |
| McGill, W. Co-ordination of the various departments of an open access library | 246  | New Bedford (U.S.) Public Library. Whale fishery collection | 179           |
| — and W. J. Phillips. Terms and phrases used in library work                  | 354, 391, 429, 458                                       | New York Public Libraries. Building                         | 146           |
| Maclauchlan, J. Librarian, Dundee. Death                                      | 146, 166   | — Grant by Dr. Carnegie                                     | 14            |
| — Private library sold  | 339  | Newark (U.S.) Public Library. Report                        | 261           |
| Madeira, Australia. Public Library. Foundation-stone laid                     | 254  | Newcastle-under-Lyme. J. D. Myatt appointed Librarian       | 299           |
| Magazines. See Periodicals.   |  | Newcastle-upon-Tyne. Armstrong College. Lectures            | 263           |
| Malvern Public Library. Press comments  | 217  | — Public Libraries. Benwell Branch                          | 145           |
| Manchester. Notes on libraries  | 94   | — "Blacking out" deferred                                   | 91            |
| — Library Assistants' Fellowship  | 185, 217   | — Report  | 147           |
| — Meeting   | 389  | — Watson monument   | 145           |
| — Summer School   | 385  | Newport Public Liby. Branch opened                          | 55            |
| — Public Libraries. American tour   | 445  | Newsroom methods; by A. Webb                                | 317           |
| — Attendances   | 374  | Normanton Public Library opened                             | 14            |
| — Central Library. New building   | 14, 256, 340, 445  | North Midland Library Association. Meeting                  | 187           |
| — Examination Report  | 140, 177   | North Western Echoes  | 348, 385      |
| — Handbook  | 375  | Northampton Public Library. Building expenses               | 375           |
| — Lecture by C. W. Sutton   | 145  | Northern Counties Library Association. Annual Meeting       | 221           |
| — Moss Side Library. Catalogue  | 179  | — Awards to assistants                                      | 264           |
|   |  | — Examinations  | 147           |
|   |  | — Meeting   | 386           |
|   |  | — Notes   | 386           |
|   |  | Northern Counties Notes                                     | 147, 263      |



|  | Page     |
|--|----------|
| Northumberland and Durham Assistants' Association. Meetings ...    | 263, 268 |
| Northwich Public Library. Donation ...                             | 91       |
| — New building ...   | 298      |
| Nottingham Public Libraries. Juvenile catalogue ...                | 179      |
| — Report ...   | 261      |
| — Shelf accommodation ...  | 91       |
| Obituary :—  |          |
| Douglas, D. Dundee ...   | 256      |
| Gould, I. C. <i>Library World</i> ...                              | 161      |
| Maclauchlan, J. Dundee ...   | 146, 166 |
| Mitchell, — Sydney... ..   | 146      |
| Rylands, Mrs. Manchester ...                                       | 341      |
| Wood, J. Sunday School Union... ..                                 | 15       |
| Obliteration. <i>See</i> Betting news.                             |          |
| Open access :—   |          |
| American and British open access                                   | 46       |
| McGill, W. Co-ordination of an open access library ...             | 246      |
| Soper, H. T. My opinion of open access ...                         | 243      |
| Oswald, W. K. A patience exerciser, or obstructor ...              | 289      |
| Oxford. Bodleian Library. Building ...                             | 175      |
| — Staff-Kalendar ...   | 344      |
| — City Library. Books for the blind                                | 14       |
| Paddington. Proposal to adopt Libraries Acts ...                   | 339      |
| Parker, S. J. Local prints ...                                     | 278      |
| Parker, W. H. Appd. Sub-librarian, Hackney ...                     | 299      |
| Patent Office Library. Subject list...                             | 179      |
| Patience exerciser, or obstructor; by W. K. Oswald ...             | 289      |
| Peach, C. H. Appointed Junior Clerk, Guildhall Library ...         | 256      |
| Peddie, R. A. Catalogue of Incunabula                              | 325      |
| Peebles, Chambers Institution. W. Sanderson appointed Librarian... | 423      |
| Peel Public Library opened ...                                     | 143      |
| Pemberton Public Library opened ...                                | 256      |
| Penarth Public Library. Miss B. Hamlet appointed Librarian ...     | 15       |
| Pennell, Mrs. Appointed Librarian, Kingstown... ..                 | 219      |
| Peoria (U.S.) Public Library. Report                               | 261      |
| Peplow, W. A. Appointed Librarian, Wood Green Public Library ...   | 376      |
| Periodicals, Filing; by E. E. Glenister                            | 350      |
| — Duménil, R. L. Preparation of magazines for tables ...           | 353      |
| — Thomson, J. B. Display of magazines—closed method ...            | 112      |
| Perrin, W. G. Appointed Librarian to Admiralty ...                 | 375      |
| Perth, Swan River. Mechanics' Institute. Report ...                | 261      |
| Peters, H. Delivery Stations ...                                   | 274      |
| — Show-cases for books ...   | 119      |
| Philip, A. J. Library topics ...                                   | 219      |
| — Proposed Institute for Librarians. ( <i>Corr.</i> ) ...          | 294      |
| Phillips, W. J. Joint author with W. McGill                        |          |

|   | Page              |
|---|-------------------|
| Photographic Convention of the United Kingdom ...                     | 390               |
| Pilzgin, B. The lord of creation in the library ...                   | 284               |
| Piper, A. C. Libraries, Museums and Art Galleries ...                 | 419               |
| Pittsburgh Public Library. Catalogue                                  | 179, 342          |
| — — by T. E. Turnbull...  | 48                |
| — Report ...  | 425               |
| Plans :—  |                   |
| Guide plans in libraries ...  | 8                 |
| Koch, T. W. Carnegie libraries. ( <i>Rev.</i> ) ...                   | 141               |
| Sunderland Branch Library ...   | 416               |
| Twickenham Public Library ...   | 6                 |
| Plymouth Public Library. Foundation-stone laid ...                    | 175               |
| — Lectures ...  | 288               |
| Port Elizabeth (S.A.) Public Library. Honorarium to Sub-librarian ... | 218               |
| — Report ...  | 426               |
| Prahran, Australia, Public Libraries. Report ...                      | 426               |
| Pratt Institute. <i>See</i> Brooklyn.                                 |                   |
| Prints, Local; by S. J. Parker ...                                    | 278               |
| Professional literature ...   | 450               |
| Pseudonyms ...  | 20, 223, 310, 389 |
| Public Libraries. <i>See</i> Libraries.                               |                   |
| Public Libraries: a survey of progress                                | 1                 |
| Public Libraries; by A. L. Champneys. ( <i>Rev.</i> ) ...             | 66                |
| <i>Public Libraries.</i> ( <i>Rev.</i> ) ...                          | 96                |
| Public Libraries Acts. <i>See</i> Libraries Acts.                     |                   |
| Radcliffe, J. Appointed Librarian, Ilford ...                         | 423               |
| Radcliffe Public Library. A. Clegg appointed Librarian ...            | 57                |
| — Grant by Dr. Carnegie ...   | 14                |
| — Opened ...  | 176               |
| Rae, W. S. C. Library lecture courses                                 | 81                |
| Ramsgate Public Library. Expenditure                                  | 55                |
| Rates. Insufficiency ...  | 416               |
| Rawtenstall Public Library opened ...                                 | 14                |
| <i>Readers' Guide.</i> ( <i>Rev.</i> ) ...                            | 424               |
| <i>Readers' Review;</i> by A. Cawthorne. ( <i>Corr.</i> ) ...         | 148               |
| Reading Public Library. New Public Libraries Bill ...                 | 298               |
| Reference Libraries :—  |                   |
| Hawkes, A. J. Popularisation of Reference Libraries ...               | 62, 328           |
| — Subject hunting: Reference department... ..                         | 156, 427          |
| Sayers, W. C. B. Methods of popularising Reference Libraries ...      | 4                 |
| — — ( <i>Corr.</i> ) ...  | 102               |
| Turnbull, T. E. Reference Library: Plans and arrangement ...          | 37                |
| Wilson Co. Subject indexes ...  | 332               |
| Reflections on groups; by W. M. ...                                   | 207               |
| Registration of borrowers; by F. W. T. Lange ...                      | 272               |
| Registration of Librarians 252, 293, 302, 441                         |                   |
| — by W. G. Chambers ...   | 241               |

|   | Page               |  | Page |
|---|--------------------|--|------|
| Reports ... ..                                  | 180, 258, 344, 424 | Staff time sheets; by A. K. Gill ...       | 23   |
| Reserved books; by W. E. Stevenson              | 276                | — by E. S. Martin ... ..                   | 236  |
| Reviews 65, 97, 141, 264, 299, 349, 378,        | 424                | Staley, G. F. Book exhibitions ...         | 106  |
| <i>Revue Bibliographique Belge.</i> (Rev.)      | 97                 | — Ledger charging ... ..                   | 35   |
| Richmond Public Library. Report                 | 261                | Stamping books; by V. A. Aitken ...        | 155  |
| — Sunday closing ... ..                         | 91                 | Statistics, Comparative ... ..             | 10   |
| Roberts, G. Appd. Librarian, Bangor             | 171                | Stephen, G. A. Book collectors 194, 225    |      |
| — H. D. Extortionate Brighton.                  |                    | — British Museum cataloguing rules         | 401  |
| ( <i>Corr.</i> ) ... ..                         | 457                | Stepney Public Libraries. Jewish           |      |
| Rochdale Public Libraries. Report               | 261                | assistant ... ..                           | 174  |
| Ross, J. Appd. Assistant, Sunderland            | 376                | — Lectures ... ..                          | 377  |
| — Book selection: local collections             | 71                 | Stevenson, W. E. Reserved books            | 276  |
| Rowley Regis Public Library. Progress           | 448                | Stewart, J. D. The sheaf catalogue 41, 85, |      |
| Rugby Public Library. Report ...                | 426                | 123, 149, 204, 281, 364                    |      |
| Rutherglen Public Library opened                | 146, 176           | Stock book; by P. E. Farrow ...            | 33   |
| Rylands, Mrs. Death... ..                       | 341                | Stockport. Reddish Branch Library.         |      |
| Saffron Walden Literary and Scientific          |                    | Progress ... ..                            | 422  |
| Institute. Report ... ..                        | 426                | Stoke Newington Public Liby. Report        | 260  |
| St. Bride's Institute. Report ...               | 425                | Stoke-on-Trent Public Library. A. J.       |      |
| — Supplementary catalogue ...                   | 179                | Averill appointed Assistant ...            | 341  |
| St. Helen's Public Library. Exhibition          | 55                 | Stourbridge. Grant by Dr. Carnegie         | 56   |
| — Report ... ..                                 | 261                | Subject hunting; by A. J. Hawkes 156,      |      |
| St. Louis Public Libraries. Report ...          | 261                | Subject indexes; by H. W. Wilson Co.       | 332  |
| St. Mungo's City [Glasgow] ... ..               | 83                 | Sunderland. Art Gallery. Exhibition        | 387  |
| St. Pancras Public Libraries. High-             |                    | — Public Libraries. Branches 91, 263,      |      |
| gate Library. Catalogue ... ..                  | 179                | 367, 387, 416                              |      |
| — Progress ... ..                               | 90                 | — — H. Fostall appd. Assistant             | 375  |
| — Proposed appropriation of Carnegie            |                    | — — Hendon Library. Founda-                |      |
| grant ... ..                                    | 448                | tion-stone laid ... ..                     | 340  |
| — Proposed sale of site ... ..                  | 174, 255           | — — J. Ross appointed Assistant            | 376  |
| — Public protest ... ..                         | 217                | Survey of progress: Editorial ...          | 1    |
| — Scheme ... ..                                 | 340                | Swansea Public Library. Art Gallery.       |      |
| Salaries ... ..                                 | 336                | Gift ... ..                                | 422  |
| Salisbury Public Library. Report ...            | 261                | — Increased rate ... ..                    | 340  |
| Sanderson, W. Appointed Librarian,              |                    | Swellendam (S.A.) Public Library           |      |
| Chambers Institution, Peebles ...               | 423                | opened ... ..                              | 56   |
| Savage, E. A. Book on Liby. History             | 341                | Sydney. Mitchell Library. Bequest          | 146  |
| Sayers, W. C. B. Methods of popularis-          |                    | Taunton Public Library. Report ...         | 340  |
| ing Reference Libraries ... ..                  | 4, 102             | Terms and phrases used in library work:    |      |
| Scottish Library Association ... ..             | 166                | by W. McGill and W. J. Phillips            |      |
| Shaw, G. T. <i>The Library World</i> and        |                    | 354, 391, 429, 458                         |      |
| the <i>L.A. Record.</i> ( <i>Corr.</i> ) ... .. | 311                | Thomson, J. B. Display of magazines—       |      |
| Sheaf catalogue; by J. D. Stewart 41, 85,       |                    | closed method ... ..                       | 112  |
| 123, 204, 281, 364                              |                    | Thurso. Grant by Dr. Carnegie ...          | 15   |
| Sheffield University Library. H. S.             |                    | Tickets, Supplementary; by E. S.           |      |
| Brunt appointed Assistant ...                   | 146                | Martin ... ..                              | 313  |
| Show-cases for books; by G. E. Denne            | 70                 | Time Sheets, Staff; by A. K. Gill ...      | 23   |
| — by H. Peters ... ..                           | 119                | — — by E. S. Martin ... ..                 | 236  |
| Small library; by J. D. Brown. ( <i>Rev.</i> )  | 97                 | Tipton Public Library opened ...           | 91   |
| Smyth, A. Appd. Librarian, House                |                    | Toronto. Branch Library opened ...         | 56   |
| of Commons ... ..                               | 299                | Torquay Public Library ... ..              | 56   |
| Soper, H. T. My opinion of open access          | 243                | — by H. T. Soper. ( <i>Corr.</i> ) ...     | 101  |
| — Royal Albert Memorial, Exeter                 | 411                | — Commercial section ... ..                | 92   |
| — Torquay Library. ( <i>Corr.</i> ) ...         | 101                | — Grant by Dr. Carnegie ... ..             | 340  |
| Southend-on-Sea Public Library.                 |                    | — Opened ... ..                            | 176  |
| Class list ... ..                               | 258                | Tottenham Public Library. Report...        | 92   |
| Southwark. Old Kent Road Branch                 |                    | Tunbridge Wells. Library movement          | 92   |
| Library opened ... ..                           | 298                | Turnbull, T. E. Criticism of examina-      |      |
| Sparke, A. Freeman of Exeter ...                | 93                 | tion papers, 1908 ... ..                   | 452  |
| — Non-resident borrowers. ( <i>Corr.</i> )      | 350                | — Examination honours ... ..               | 146  |
| Springfield (U.S.) Public Library.              |                    | — Pittsburgh Library catalogue ...         | 48   |
| Report ... ..                                   | 262                | — Reference Library: Plans and             |      |
| Staff clubs ... ..                              | 50                 | arrangement ... ..                         | 37   |
| Staff conferences; by P. E. Farrow ...          | 155                | Twickenham Public Library. Default-        |      |
| Staff relations; by E. S. Martin ...            | 269                | ing borrower ... ..                        | 422  |

|   | Page    |                                      | Page     |
|---|---------|--------------------------------------|----------|
| Twickenham Public Library. Plans          | 6       | Westminster Public Libraries. Report | 260      |
| — Report ... ..                           | 262     | — Trevor Square Library closed ...   | 145      |
| Typewriter inks. ( <i>Corr.</i> ) ... ..  | 149     | Whitehaven Public Library. Report    | 262      |
| Victoria, Australia, Public Library.      |         | Wigan Public Libraries. Catalogue    | 343      |
| Report ... ..                             | 262     | — Donations ... ..                   | 92       |
| Victoria (B.C.) Public Library.           |         | — Report ... ..                      | 262      |
| Canadian collection ... ..                | 92      | Willesden. Harlesden Library. Report | 260      |
| Views current ... 213, 251, 291, 335,     | 416     | — Kensal Rise Library. Report ...    | 260      |
| — and Current views ... ..                | 336     | — Kilburn Library. Grant by Dr.      |          |
| Waldron, J. S. Directories and time       |         | Carnegie ... ..                      | 177      |
| tables ... ..                             | 239     | — Report ... ..                      | 260      |
| Walthamstow Public Library. Grant         |         | — Willesden Green Liby. Report       | 260      |
| by Dr. Carnegie ... ..                    | 423     | Wilson Co. Subject indexes... ..     | 332      |
| — H. Henderson appd. assistant ...        | 57      | Wimbledon Public Library. Report     | 262      |
| — Lectures ... ..                         | 165     | Wolverhampton Public Libraries.      |          |
| — Re-organisation ... ..                  | 56, 298 | Branch reading room ... ..           | 256      |
| Wandsworth Public Libraries. Report       | 145     | — Sunday opening ... ..              | 92       |
| Warrington Public Library. Report         | 262     | Women in Libraries. France ...       | 336      |
| Washington. Congress Library.             |         | — Brünner, M. A. R. The library      |          |
| Calendar of G. Washington papers          | 178     | as a place for women ... ..          | 137      |
| — Naval records ... ..                    | 178     | Wood, J. Sunday School Union. Death  | 15       |
| — Report ... ..                           | 344     | Wood Green Public Library. Discus-   |          |
| Waterloo-with-Seaforth Public Liby.       |         | sion Room ... ..                     | 218      |
| Class list ... ..                         | 258     | — Opened ... ..                      | 146, 177 |
| — Opened ... ..                           | 341     | — W. A. Peplow appd. Librarian...    | 376      |
| — Report ... ..                           | 262     | Woolwich Public Libraries. Branch    |          |
| Watford Public Library. Notes ...         | 15      | library plans ... ..                 | 57       |
| Webb, A. Newsroom methods ...             | 317     | — Co-operation scheme ... ..         | 174      |
| Wednesbury Public Library. Founda-        |         | — Exhibition... ..                   | 374      |
| tion-stone laid ... ..                    | 177     | — Lectures ... ..                    | 217      |
| West Bromwich Public Library.             |         | Worcester Public Library. Report ... | 262      |
| Building ... ..                           | 56      | Workington. Epidemic ... ..          | 375      |
| — Grant by Dr. Carnegie ... ..            | 92      | — Public Library. Report ... ..      | 262      |
| — Opened ... ..                           | 15      | Worthing Public Library. Building    | 57       |
| West Ham. Plaistow Liby. Burglary         | 57      | Wrexham Public Library. Museum       | 15       |
| — Literary and Debating                   |         | York Public Liby. Juvenile catalogue | 386      |
| Society; by D. McDougal. ( <i>Corr.</i> ) | 63      | — Report ... ..                      | 263      |
| West Hartlepool Public Library. Use       |         | Young, J. D. Book selection—Dis-     |          |
| of Reference Department ... ..            | 92      | carding ... ..                       | 108      |
| Westhoughton Literary Society ...         | 92      |                                      |          |



# The LIBRARY WORLD.

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## EDITORIAL.

### A SURVEY OF PROGRESS.

o o o

IT is fitting that now and again stock should be taken of the present state of the Library Profession as compared with its past, and such an occasion as the commencement of the tenth year of the *Library World* is as appropriate as any other.

In 1898, when this magazine in a modest manner was started, not more than 350 places had adopted the Public Libraries Acts, and in many of the smaller towns the buildings and equipment were, as a rule, shabby and ineffective. At that date Mr. Andrew Carnegie had not extended his gifts for library buildings beyond the United States and Scotland, and it was not till about three years later that he made his memorable announcement of his willingness to give money for buildings to any district that would provide a free site and adequate maintenance. Since then progress has been very rapid, until, at the present time, nearly 520 places have adopted the Public Libraries Acts, and a large number of old and new library areas have erected fine buildings with funds provided by the munificence of Mr. Carnegie. The effect of Mr. Carnegie's gifts has been to influence library progress in two ways. In small places stagnation has been induced by the erection of buildings out of all proportion to the funds available for their effective upkeep. In large places the Carnegie gifts have proved stimulating in many ways, but more particularly in the adoption of improved methods of administration. It is not too much to say that in the five years, 1902-1907, the Carnegie gifts have changed the whole complexion of the library movement in the United Kingdom, and given it a fresh start towards occupying a leading position among



modern educational movements. In the reduction of loan charges, to cite but one instance, the effect of these gifts has been remarkable; and it has been calculated that this item of expenditure has been reduced by from 7 to 10 per cent. all over the country.

Another direction in which progress has been almost phenomenal is in the educational work connected with the library staff. Great improvements have been effected in the training system of the Library Association by the establishment of classes at the London School of Economics, and correspondence classes in various professional subjects. The syllabus of the professional examination has also been extended and rendered more scientific, while the establishment of teaching centres at Manchester and Birmingham are further efforts in the direction of securing thorough staff efficiency. Towards this all-round improvement, the industry, self-sacrifice and enthusiasm of library assistants all over the country must be reckoned as a potent factor, and there can be no doubt that the joint efforts of the Library Association and Library Assistants Association are tending to create a new type of intelligent and capable library assistant. The apparatus of training has also greatly improved since 1898, and in journalistic and text-book literature it is impossible not to be struck by the immense forward stride which has been made. A further great advance will doubtless take place when the fine Librarians' Library at Manchester, endowed by Mr. Thomas Greenwood, is open for the use of the profession.

In 1898 Open Access was just emerging from a state of taboo, secured for it by the timidity of inexperienced librarians and the frantic efforts of certain interests with something to sell. Times have greatly changed since then, and now the system of safeguarded open access to reference and lending collections of books is just as much a theme for practical discussion as cataloguing or classification. No practical librarian or committeeman now pays any more heed to the "scare" trade circulars still issued against open access than they would to the claims of rival pill or soap vendors. The time has passed for one or two interested parties to lead a whole profession by the nose. It is interesting to note that, while the safeguarded open access system, so successfully inaugurated at Clerkenwell in 1893, is steadily making headway in the United Kingdom, the non-safeguarded access of the United States is causing quite a controversy, and obliging some of the libraries to curtail the unrestrained liberty hitherto allowed the citizens. Perhaps the Americans will not be too proud to copy the methods of the Old Country in the organization of open access libraries, which give plenty of freedom and unrestricted use of books, without the risks attaching to the too-open plans of the United States. If these simple and obvious methods were adopted, the books annually reported missing from many American libraries would be reduced from thousands to a few dozens, and the improper use now being made of irrelative statistics by the foes of library progress would be prevented.

For many years past the reading of fiction has been slowly and surely decreasing. Report after report, issued by library authorities, in

different parts of the country, tells the same story, and the old-fashioned percentage of 90 and 80 of novel-reading in lending libraries has declined to 60, 50, 40, and even less in some places. Many reasons are advanced in explanation of this, but perhaps the following three are just as good as any : (a) the difficulty and expense of keeping the stock up-to-date, clean and fresh ; (b) the attention now paid to exact classification, and the consequent improvement of the non-fictional stock ; (c) the want of really good modern fiction by writers of distinction. Many libraries have adopted the plan of buying only the novels of authors of established reputation, and ignoring the 95 per cent. of rubbish which pours from the press, while in some places at least one year is allowed to elapse before a copyright novel is purchased. Again, the large amount of popular and readable science, art, history, travel, biography, sociology, and even theology, now issued has also helped to attract public attention from the jaded efforts of a squad of fiction-manufacturers, who can only repeat themselves and serve up in new surroundings the ideas and events of older masterpieces. The enormous increase in the stock and issue of music must also be recognized as having some influence, and the general provision of showcases and the adoption of public access to the shelves are also factors to be reckoned with. On the whole, it is a healthy sign when novel-reading declines and serious reading increases in municipal libraries, because it proves that, as regards pure literature, the people prefer to possess their own copies of their favourite authors, which can now be had in so many attractive forms, while the Public Library is becoming more and more an educational workshop.

It would take more space than can be afforded to discuss all the advances and changes affected in library work since 1898, and it only remains to enumerate in the briefest manner, some of the departments most notable for improvements. 1. The general adoption of exact classification. 2. The recent movement in favour of limiting the supply of newspapers and obliterating betting news. 3. The rapid extension of annotated cataloguing and the supply of class lists, reading lists on special subjects, and bulletins and guides to new books. 4. The spread of library lectures, and the tendency to confine them more and more to the exposition of the stock of the library. 5. Better provision for children's reading rooms and lending departments, and a clearer view of the limits of school and library work with children. 6. Improvements, amounting in some cases, to a revolution, in the mechanical and labour-saving apparatus used in library work.

The one thing wanted to crown all this progressive work and render it thoroughly effective and more valuable to the public at large, is the abolition of the library rate limitation, or its substantial increase. It seems to be the misfortune of any projected library legislation that it always comes forward simultaneously with a great public outcry against the burden of local rates, so that it never receives consideration on its merits, but is simply treated as part of an intolerable incubus against which the people are wroth for the time-being. The present measure, now awaiting discussion in Parliament, is being obstinately

obstructed by certain members who never can discriminate between the good and the bad in local requirements, but whose sole cry is "economy," no matter how short-sighted or wrong-headed it may be. Should the bill get through in spite of this opposition, either in complete or modified form, it will in time, enable British libraries to get into line with their American rivals as regards equipment, and to surpass them even more in work and power to attract and interest the general public.



## METHODS OF POPULARISING REFERENCE LIBRARIES.

*By W. C. BERWICK SAYERS, Sub-Librarian, Croydon Public Libraries.*

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I HAVE read the article by my former colleague, Mr. Hawkes, on this subject with great interest. As he says, any practical method of making more accessible the contents of our too often neglected reference shelves is a matter for sympathetic consideration. I wish to add, as a supplement to his excellent paper, a few extensions of his scheme that occur to me as desirable.

Mr. Hawkes confines his reference to a list inserted in lending library books of cognate works in the reference department. It seems to me that the idea would be enlarged if the reference also indicated cognate works in the lending library itself. This of course enlarges the extension of Mr. Hawkes' title to popularizing books in all departments, a plan to some extent foreign to his purpose. But if the list inserted in the books were a "union" list rather than a departmental list, his purpose would be served, and attention would at the same time be drawn to the resources of the whole system on the particular topic being listed. This is particularly desirable in a library system where there are several branches, and where, as is increasingly becoming the case, the stocks are differentiated, and where readers' tickets are available at all. The following list is one of the kind that for some time has been in use at the Croydon Libraries. It differs from Mr. Hawkes' almost entirely; his references are from minute topics to minute topics, excluding cognate topics—from fossil insects of the secondary period to other monographs and papers on that highly specialized subject, for example. This list takes a much more general subject, and draws attention to other books on it in all departments. It is not meant to be exhaustive, but merely indicative. I give it in full:—

## CROYDON PUBLIC LIBRARIES.

## BULLETINS OF BEST BOOKS.

## No. 1.—ORGANIC EVOLUTION.

*(Arranged in approximate order of difficulty.)*

- SALSBY'S "Organic Evolution" is a simple but interesting intro. to the subject. ... CST 575
- ROMANES'S "Scientific Evidences of Organic Evolution" is also a brief statement of the primary factors of the theory. ... CST 575
- CLODD'S "Story of Creation" is a popular but more extensive study of the whole question of evolution. ... CRST 575
- WALLACE'S "Darwinism" should be read as a direct intro. to Darwin's own works. Embraces researches made between 1872 and 1889, and answers objections; it is popular in method. ... CRST 575
- DARWIN'S "Origin of Species" is the epoch-making work in which in 1859 he first fully expounded his theory of the mutability of species. CRST 575
- His "Descent of Man" is an account of further experiments, publ. 1871, and more careful in style. ... CST 575
- HUXLEY'S "Man's Place in Nature" may be read as a suppl. to Darwin, as the work of a brilliant independent critic. ... CST 573
- ROMANES'S "Darwin and After Darwin" carries on the theory to 1890. 3 v. ... S 575
- HAECKEL'S "Evolution of Man" contains the view of the theory of the first of German biologists. Principally a study of embryology. 2 v. CR 575
- WEISSMANN'S "The Evolution Theory" is the latest re-statement of the whole subject (1904). Is popular, and contains a study of the author's germ theory. 2 v. ... CR 575
- The Libraries have a good collection on this subject. See 575 in the card cata. and on the shelves.*

Key to Library Letters: C, Central Lending; R, Central Reference; S, South Norwood Branch; T, Thornton Heath Branch.

I realize clearly that the title is open to objection, as evincing the dangerous attitude of selective criticism. I am equally aware that the adopted order in this case is open to graver criticism. In later bulletins we have been careful to call them "Select Bulletins" rather than to use the present authoritative and dogmatic title, and such annotation as is used here has been used but very sparingly. These, however, are not my points; the above bulletin points to the ideal I have in mind of a reference from one book to others: the method is right, weak as its application may be. At the foot of this bulletin the legend Mr. Hawkes proposes might be printed, to the effect that books marked R, although primarily reference books, were available for home reading under certain conditions. In large libraries these bulletins would necessarily be printed; in smaller ones they might be duplicated by some typewriting method. A copy is inserted in a prominent place—at the beginning or end of the reading matter—of every book dealing with evolution; and its general character permits of copies being distributed as handbills to the public, thus serving the double use of drawing the attention of the student to other books, and of advertising a brief reading course on the subject to the man whose interest in it has not yet been awakened.

Another related reference is that used in one or two American libraries, which attempts to link up the subject-matter of fiction with other classes of literature. The works of fiction bearing on the Elizabethan period, for example, are legion ; in Kingsley's "Westward Ho !", Parker's "Ladder of Swords," or Johnston's "Sir Mortimer" might be inserted a carefully arranged bulletin of references to such works as Froude's "History," to select lives of Elizabeth, Drake, Raleigh, and to chronicles such as Holinshed's and Stow's "Survey." A thousand examples of fiction that could be treated in this manner could easily be compiled. Again, in such works as Matthew Arnold's "Essays in Criticism," which is composed of a number of papers, each dealing with a writer, a bulletin of the best editions of the writer under review might be inserted in the book at the end of each article ; and, similarly, attention might be drawn in the texts themselves to the best critical and biographical works bearing upon them. Another extension of the principle would be the insertion of bulletins, in such works as those of Huxley, of references to Huxley's biographers and critics. References should also be made from histories and biographies, or from scientific works to the best fiction which treats of the period, person or subject. The modern librarian should resolutely ignore any outcry against good fiction, and prove by its careful classification that it can be made to supplement or introduce the heavier work.

All these references imply a great deal of attention to the reference library, and are excellent advertisements of that department. I should like to add, in concluding this brief note, that a poor reference library issue is the result, generally speaking, of too rigid administration, or too poor a selection of books. More often, I think, it is the latter, and, with some experience of a successful reference department, I am of opinion that this should contain the largest standard text-books upon all branches of philosophy, science, art and literature, and should not be rigidly confined to purely reference works. The demand for a good reference issue must be built up from the supply, and not contrariwise, as is too often imagined. The whole stores of all departments should be at the reference reader's disposal ; and the loan of all works, except those of a quick-reference, rare, or much-used character, should be most liberal.

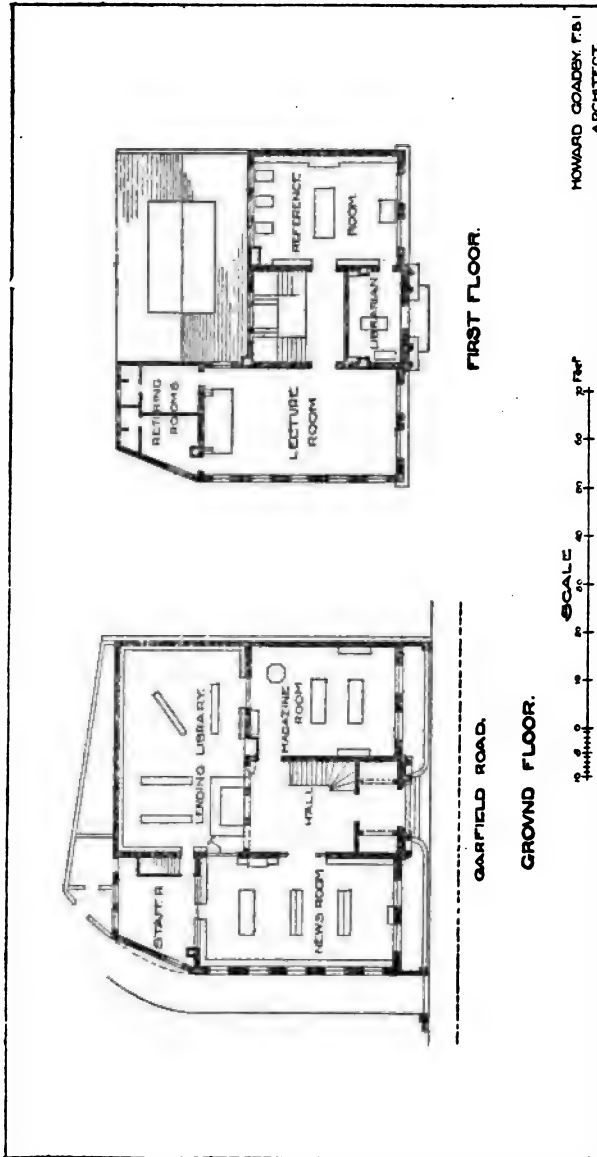


## TWICKENHAM FREE LIBRARY.

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THE new library at Twickenham, which was recently opened, is situated just off the main road to Richmond, and was designed by Mr. Howard Goadby, F.S.I., the contractor being Mr. B. E. Nightingale. The principal front is of the Renaissance character, and is executed in Bath stone and thin red bricks.

The entrance, in the centre, leads through a lobby to the hall,



on either side of which open the news and magazine rooms, immediately in front being the lending library with a capacity for 20,000 books and designed for use on the open access system. The newsroom accommodates seventy readers and the magazine room thirty. An oak and teak staircase leads to the first floor, on which are the reference room for twenty readers, librarian's room and lecture hall to seat 110, with retiring rooms and lavatories. In the basement is a large book store, heating chamber and staff lavatories.

Each room is separately ventilated by flues communicating with a fan-chamber from which the air is exhausted by an electrically driven fan. The artificial light is electric and the heating is by hot water, each room being independent. A small book lift connects up the book store, lending library and reference room.

The whole of the furniture and fittings were designed by the architect, and are executed in polished oak by the Library Supply Co., the collection of rare and early editions of Pope's works being housed in an ornate case in the reference room.

**ADMINISTRATION.** Open Access in lending and reference departments; card catalogues in course of preparation; students' tickets; juvenile collection; local and Popean collections.

**CLASSIFICATION.** Brown's Subject Classification, with Jast's for office papers and supplies.



## GUIDE PLANS IN LIBRARIES.

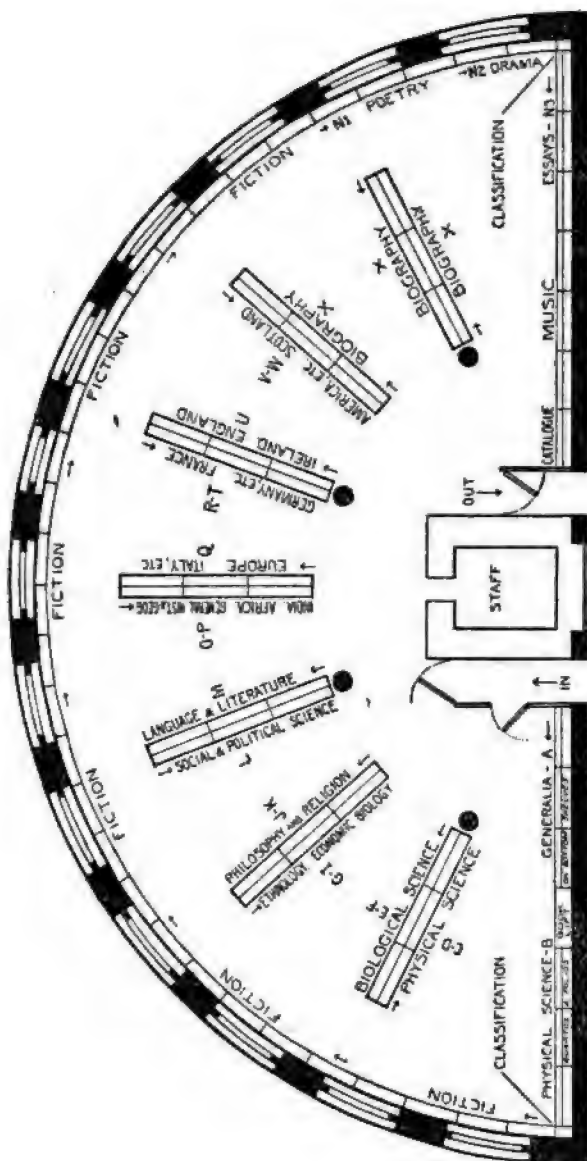
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A SIMPLE and effective guide for use in open access lending libraries is a plan of the department showing its arrangement. This guide is in use in one or two places, but deserves a still wider recognition.

The actual plan should be made as simple as possible, and no architectural nor constructional details need be shown. The outlines of the walls, stacks, counter, and anything else of help in localising the position of the reader in the room are the essential parts to be included. Then the order and positions of the classes in which the books are arranged should be boldly lettered on the drawing; and finally the positions of the catalogues, charging desk, etc., should be clearly indicated.

The accompanying diagram of the lending department of the North Islington Library shows the sort of plan that is most suitable. The actual drawing should be large enough to frame and place in a prominent position in the room. It can be photographed, and reprinted in a little leaflet handbook on the use of the library, and given to each new borrower, and its usefulness thus indefinitely extended.

J. D. S.





## COMPARATIVE LIBRARY STATISTICS.

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THE librarian of Aberdeen Public Library, at the request of his committee, has printed a *Special Report on Indicators, Open Access, and other methods of Lending Library Work*, 1907, with the object of ascertaining "the adaptability and probable cost of the respective methods for the Lending Department of the Aberdeen Library." Information has been collected from a variety of sources, and this has been set forth in 29 pages of description and several tabular statements showing the work accomplished, staff employed, and apparatus used in some of the principal libraries of the United Kingdom and United States. The main object of the report is to prove to the committee that there is no valid reason for changing the charging system in use at Aberdeen; and so far as this is concerned, Mr. Fraser will have the sympathy of every librarian in the country. But there is another word to be said as regards the manner in which Mr. Fraser has used the information collected, in a publication which has been circulated broadcast, instead of being treated as a private and confidential document. Such publication constitutes a challenge, in view of the unfortunate and dangerous comparisons between Aberdeen and other towns which are set forth in the tables. No one will dispute the premier position of Aberdeen as a hotbed of intellectuality, and it seems a pity, therefore, that by certain misinterpretations of figures it is made to appear that practically every library in the country is doing less lending library work per assistant than Aberdeen. This, of course, may be a mistake caused by the form of the question in the original schedule sent out from Aberdeen, because, as Mr. Fraser is careful to explain as regards his own staff, other duties have to be performed by his assistants, besides the mere issuing of books. In fact, it is utterly impossible to say of any staff, especially in large libraries, what number of assistants or proportion of time is devoted to charging work only. At Aberdeen they have made certain allowances, and the number of lending assistants at the Central Library is given as 10 (minimum 8) out of a total of perhaps 19 or 20, as reported in the *Literary Year Book*, 1907. From the same authority it would appear that many librarians have returned the *whole* of their assistants as taking part in lending library work, the effect of this being to represent Aberdeen as doing something abnormal. If, however, Mr. Fraser's process is adopted of whittling down the number actually employed in lending library duties, the results in many cases are quite different from those shown on the Aberdeen tables, and prove that the work accomplished there is nothing exceptional. It is a pity that such misleading figures should have been published without proper explanation or qualification, and we trust that no library will suffer in reputation by having its work publicly minimised in this unfortunate manner. Few of the librarians who use indicators will be disposed to endorse Mr. Fraser's complacent claim that "the

Aberdeen system is, for the borrowers, the best and most efficient in use in library work." When the Library Association met at Aberdeen, in 1893, ample opportunity was given many librarians of seeing the Duplex Indicator at work, but, beyond a general feeling of astonishment that such a huge piece of apparatus should be necessary for charging books, no impression seems to have been made. At any rate, Aberdeen still remains the solitary user of this particular form of indicator, and this is not very eloquent testimony to its superiority. Table 3 is "a complete list, so far as discoverable, of Open Access Libraries," from which a large number of places have been omitted. Surely a little more care might have been taken with this department in view of the fact that it was a proposal to substitute some form of safe-guarded open access which gave rise to this report. One can understand the omission of a number of the smaller places, but towns like Northampton, Cardiff, Fulham, Southwark, Halifax, Southend, Lambeth, and many others were surely deserving of mention. The most useful and interesting part of this *Special Report* is the "Appendix B," which gives the population and incomes of certain American libraries, and dwells, of course, on the large losses from the open access departments; but it is recognized that these are the result of faulty methods, and not due to allowing safe-guarded access to the shelves. These figures are interesting for many reasons, but particularly as showing the enormous incomes enjoyed by American libraries, as compared with those of the United Kingdom. They also show, incidentally, that there is more froth than actual accomplishment in the work of American libraries. The amounts spent on salaries, books and equipment in American libraries are out of all proportion to the number of readers attracted, and to show this *à la* Aberdeen in tabular form, the following instructive comparisons in round figures are offered for what they are worth:—

| NAME.          | POPULATION. | INCOME. | COST PER  |              |
|----------------|-------------|---------|-----------|--------------|
|                |             |         | TOTAL     | ISSUE TAKING |
|                |             |         | ISSUES.   | FULL INCOME. |
| Buffalo, U.S.  | 381,403     | £18,000 | 1,200,000 | 3½           |
| Chicago        | 1,873,880   | 113,000 | 1,400,000 | 1.7          |
| Detroit        | 360,000     | 20,000  | 670,000   | 7            |
| Los Angeles    | 116,420     | 15,000  | 840,000   | 4½           |
| Milwaukee      | 312,736     | 18,000  | 350,000   | 1.0          |
| Providence     | 189,742     | 8,000   | 130,000   | 1.2          |
| St. Louis      | 612,279     | 70,000  | 1,000,000 | 1.4½         |
| Salem (Mass.)  | 36,000      | 3,000   | 94,000    | 7            |
| Aberdeen, U.K. | 174,579     | 3,400   | 300,000   | 2½           |
| Battersea      | 168,896     | 4,300   | 360,000   | 2½           |
| Birmingham*    | 542,959     | 17,900  | 1,100,000 | 3½           |
| Croydon        | 151,011     | 4,300   | 400,000   | 2½           |
| Edinburgh      | 317,459     | 10,000  | 882,000   | 2½           |
| Lambeth        | 305,000     | 7,500   | 600,000   | 3            |
| Manchester*    | 606,824     | 26,000  | 2,000,000 | 1½           |
| Northampton    | 87,000      | 1,600   | 230,000   | 1½           |
| York           | 77,914      | 1,900   | 164,000   | 2½           |

This table illustrates almost as thoroughly as the Aberdeen report the utter folly of trying to show the comparative work of Public

\* The 1d. Rate is exceeded in these places.

Libraries by means of such factors as the number of books handled in a year per assistant, the cost of such handling, and other details which are most misleading, and can only be held to refer in a slight degree to the library which requires the statistics for some particular purpose. One of Mr. Fraser's contentions is that on an area of 3,020 square feet it is impossible to store 33,000 volumes, and adopt the safe-guarded open access so as to comfortably handle an issue of about 1,000 volumes daily. Applying some of the factors, again *à la* Aberdeen, it appears that Croydon, on an area of 1,534 square feet, can issue 136 volumes per annum per square foot, while Aberdeen only issues 99 volumes per annum per square foot on an area of 3,020 square feet. It appears, further, that Croydon, which is liberally planned for safe-guarded open access, is capable of storing 14 volumes, plus readers and barriers, per square foot, while Aberdeen at present can only find room for 11 volumes per square foot, plus borrowers' lobby and indicators. These figures are not quoted to prove anything more than the utter fallacy of comparative statistics, where every circumstance is not taken into account. With very little expenditure of trouble, it would be easy to prove that the Aberdeen lending library is splendidly adapted for application forms plus ledger or card charging; that the adoption of the Cotgreave or Chivers indicator would increase the space available for books and readers quite 25 per cent.; while as regards open access, the area is nearly double that of a London open access library which issues about 400 more books per day than is the case at Aberdeen. The moral of all this is that, if librarians collect statistics for particular purposes, they should not be circulated beyond the committee, when so much misunderstanding is likely to arise through a literal application of factors which are in every case completely modified by local conditions.



## LIBRARIES AND LIBRARIANS.

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*[Special notes of general interest are invited for this department.]*

**Bonhill, N.B.**—The Mechanics' Institute Library, which was established seventy-five years ago, and has been maintained by contributions and local subscriptions, has been taken over by the local Council, and will now become a Public Library.

**Boston.**—The Public Library has been enriched by another handsome present from Mr. W. H. Wheeler, C.E. The gift consists of 71 volumes for the reference library, and comprises many works of a valuable character.

**Branksome.**—Mr. Bernard C. Short, the librarian, reports great progress in the lending department, the issues of books showing a large increase on previous years. The demand for fiction predominates, juvenile literature follows second, and, strange to relate, theology ranks third.

**Bury, Lancs.**—Under the will of the late Mrs. John Grundy, the sum of £3,000 has been bequeathed to the Public Library Committee.

**Darlington.**—The Public Library has received a present of local interest and intrinsic value, the old silver bugle won by a successful archer at the great meeting of the Gentlemen Archers' Society in 1838, and two silver medals of the same society, won in 1758 and 1838 respectively. The society was founded in 1758, and the Public Library possesses the quaint old *Book of Rules and Orders*.

**Darwen.**—Dr. Carnegie has accepted the invitation of the Council to open the new Public Library, in the late autumn.

**Dunedin, N.Z.**—The new Public Library in Moray Place West is making good progress. The contractors, working under Mr. W. Walden, the architect, hope the building will be ready for occupation in October.

**Gravesend.**—The Committee have decided to close the Public Library on Sundays during the summer months. The Gravesend Library is the only one in Kent open on Sundays.

**Hove.**—The foundation-stone of the new Public Library was laid on June 10th, by the Mayor of Hove, in the presence of a representative gathering of townspeople. Dr. Carnegie defrays the cost of erection (£10,000), and Alderman Henriques, J.P., has bequeathed his very valuable library as a free gift to the institution.

**Kiel.**—It is stated that on the occasion of his visit to Kiel, Dr. Carnegie will announce a gift of £200,000 towards the establishment of a library in Berlin.

**Llandudno.**—The Public Libraries Acts have been formally adopted by the Urban District Council, but opposition is threatened in some quarters.

**London: Bethnal Green.**—Presiding at the anniversary meeting of the Public Library, the Mayor described the institution as unique. So far as he knew, it was the only library in Great Britain that was maintained by public subscriptions, and not out of the rates. Mr. G. F. Hilcken, the librarian, desired that a new building should be provided, and towards this fund £1,600 had been received, but more financial help was urgently needed.

**London: County Council.**—The Education Committee have decided to remove Mrs. Gaskell's novel "Mary Barton" from the requisition list of books for scholars' lending libraries, as being too "socialistic" for juvenile perusal! The Rev. Stewart Headlam took exception to this action, the work being described by him as "one of the finest classical novels in the English language."

**London : London Library.**—Presiding at the 66th annual meeting, the late Sir Spencer Walpole said there had been a falling-off in the circulation of books during the year, entirely due to the steady decline in the demand for novels and light literature.

**Manchester.**—Mr. C. W. Sutton, the chief librarian, has just presented his report to the Libraries Committee relative to the removal of the reference library in King Street. The present buildings are far from adequate, collections of valuable books, such as Dr. Watson's musical library, having to be stored in other parts of the city, and many literary treasures being hidden in cellars, and other out-of-the-way places. It is hoped that a new building will shortly be erected to suit all requirements.

**Montrose.**—Mr. James Christison, the librarian, has reported that all departments showed steady progress, and the library was rapidly increasing in popularity. A noteworthy feature was the growing demand for the solid literature of travel, biography, history and sociology.

**New York.**—Dr. Carnegie has notified the trustees of the Public Library that he will make a donation of £250,000 towards the erection of twenty-two additional branch library buildings. The number of such structures owing their existence to Dr. Carnegie's munificence will thus reach 100, and the total amount expended by him in their establishment will be £1,350,000.

**Normanton.**—The new Public Library, the gift of Dr. Carnegie, has now been opened. The edifice, built to designs of Mr. A. Hartley, has a frontage of 80 ft. and a depth of 65 ft., being all on one story. The building, which is of brick with stone dressings and roofed with Westmorland slates, is approached by broad steps, and is surrounded by gardens.

**Oxford.**—The City Library now possesses one of the most valuable Braille libraries for the blind in the world. It was founded by Mr. W. H. Dixon, M.A., who, realizing the difficulty with which blind students coming to the University had to contend, devoted himself to collecting a library for their use. A number of ladies experienced in writing Braille have assisted, and the success of the scheme is now fully assured.

**Radcliffe, Lancs.**—Dr. Carnegie gave £5,000 towards the new Public Library now nearing completion. It is hoped the building will be opened in the autumn, and will include a museum, containing the collections of the Radcliffe Literary and Scientific Society.

**Rawtenstall.**—The new Public Library was, on June 1st, personally inaugurated by Dr. Carnegie, who was accompanied by the Right Hon. Lewis Harcourt, M.P., and Mrs. Harcourt. The foundation-stone was laid in 1904, and the library and reading-room have been opened since last year. The building, erected at a cost of £6,000, the gift of Dr. Carnegie, is a most substantial one of stone, and is replete with modern appointments. The librarian, Mr. Hargreaves Wilkinson, was warmly

congratulated on the admirable manner in which the library had been organized, Dr. Carnegie expressing the greatest satisfaction with all that he saw, and declaring it to be his conviction that "the librarian was the right man in the right place."

**Thurso, N.B.**—The Library Committee have agreed to recommend the purchase of a site in High Street, for £400, provided that Dr. Carnegie's offer of £2,000 towards the cost of a new Public Library building still holds good.

**Watford.**—The Public Library Committee have decided to continue their system of borrowing novels, instead of purchasing books outright. They are also considering the advisability of adopting the open access system.

**West Bromwich.**—On June 10th, the new and handsome library buildings, which have been erected by Dr. Carnegie's aid, at a cost of £7,500, were opened by the Mayor (Councillor J. E. Wilson) in the presence of a large company. The edifice is an imposing one—designed in the Ionic style, and the general effect is excellent—combining solidity with grace, and forming a distinct acquisition to the architectural features of the town. From the central hall, access to the whole of the departments is obtained, the departments comprising reference and lending library, reading room, magazine room, newsroom, ladies' reading room and librarian's rooms, with a lecture room on first floor. The building is well ventilated, heated by hot-water system and lighted with electric light.

**Wrexham.**—As the new Public Library affords the accommodation necessary for a museum, the Library Committee are appealing for interesting articles of local and antiquarian interest. As the district is rich in historical associations, it is hoped that the collection will be enriched by contributions of coins, engravings, prints, drawings, old MSS. and specimens of local handicraft work.

#### APPOINTMENTS.

**Mr. F. T. Barrett**, the city librarian of Glasgow, has been elected President of the Library Association for the ensuing year. This is the first time for many years that the choice of the Council has fallen on a public librarian; a more suitable member of the profession could not have been chosen.

**Miss B. Hamlet**, assistant-in-charge of the Splollands Branch Library, Cardiff, has been appointed librarian to the Penarth Public Library.

**Mr. Thomas Morris** has been appointed to the librarianship of the Public Library at High Wycombe.

**Mr. James Wood**, who for many years was the librarian of the Sunday School Union, has just died at the age of 80. Mr. Wood retired from active library work in 1892.

## LIBRARY ASSOCIATIONS.

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## THE LIBRARY ASSOCIATION.

THE ninth monthly meeting was held on 10th June, at 20, Hanover Square. Mr. Inkster took the chair, and there was a good attendance of members. Mr. W. C. Berwick Sayers of Croydon read a paper on the Brown Subject Classification. He had prepared a series of canons of classification, and tested the Subject classification by them. His paper, generally, was in favour of the scheme, although it was of course salted with a considerable amount of criticism. Both the paper and the discussion brought out many points in favour of the scheme without bringing to light any appreciable defect. An animated discussion followed the reading of the paper, and was taken part in by Messrs. Hulme, Peddie, Stewart, Snowsill, Jast, Robert Steele, Gill, and others. Although a good deal of it was confined to unimportant detail, and some of it was random, the discussion was an interesting analysis—practical as well as theoretical—of the scheme. Mr. Sayers replied at considerable length to many of the criticisms directed against the Subject classification as well as those directed against his paper.

## LIBRARY ASSOCIATION CLASSES IN LITERARY HISTORY.

MR. E. A. BAKER announces that arrangements are being made with the principal and the governors of King's College, London, for the admission of candidates for the Library Association examinations in Librarianship to courses of lectures in English Literary History at a reduced fee, provided sufficient entries are made, for the Michaelmas (October-December) and the Lent (January-March) terms during the ensuing winter. No authoritative statement as to the precise amount can yet be made, but it will probably be half-a-guinea instead of a guinea the course. Courses of lectures are held at the college on several periods of literature, and on other literatures besides English, all of them suitable for students of librarianship; but the special course the committee have in view is the one (on Thursday, 7-8 p.m.) dealing with the period 1750-1850, to correspond with which the committee will probably alter the period set for the examination in 1908. Professor Gollancz, who, together with the principal, is showing much interest and sympathy for the needs of library students, will endeavour to make the course specially suited for students by introducing the bibliographical and other features, a knowledge of which is demanded by our Syllabus.

In connection with the Library Association examinations, it should be noted that a Correspondence Class in Library Routine (Section 6 of the Syllabus) will be conducted by Mr. Jas. Duff Brown, during

September and October, and intending students should communicate with Mr. Baker soon.

In our next number we hope to give the complete results of the last examination. In the meantime the following interim results are recorded.

Section 1. LITERATURE.

*Honours.*—Jas. Ormerod (Nelson). *Merit.*—Miss Edith Lea (Wigan), T. E. Turnbull (Newcastle). *Pass.*—F. Dallimbre (Wimbledon), W. H. Morgan, W. Peplow (Croydon).

Section 2. BIBLIOGRAPHY.

*Pass.*—Miss MacMahon (London), Miss Muirhead (L.S.E. London), W. H. Parker (Woolwich), W. Peplow (Croydon).

Section 3. CLASSIFICATION.

*Pass.*—T. W. Huck (Darlington), Miss Muirhead (London).

Section 5. LIBRARY HISTORY AND ORGANIZATION.

*Merit.*—John Barr (Glasgow), J. D. Young (Greenwich). *Pass.*—Misses Olive Clarke (Islington), and E. Gerard (Worthing), Messrs. Bell (Fulham), Cooper (Battersea), Cotton (Hampstead), Cudlip (Bishopsgate Inst.), Darby (Bishopsgate Inst.), Farnell (Walsall), Fletcher (Stepney), Fostall (Bromley), Frost (East Ham), Graham (Gateshead), Hatcher (Bolton), Huck (Darlington), Jackson (Woolwich), Jacobs (Richmond), Kitchiner (Hornsey), MacCombe (East Ham), Mayhew, Peacock (Croydon), Port (Camberwell), Poulter (Walthamstow), Powell (Kingston-on-Thames), Thomas (Bishopsgate Inst.), Wright (Croydon), Young (East Ham).

## BIRMINGHAM AND DISTRICT LIBRARY ASSOCIATION.

THE SECOND SUMMER SCHOOL, JUNE 4TH, 5TH, AND 6TH, 1907.

### PROGRAMME.

*Tuesday, June 4th.*

INTRODUCTORY ADDRESS by Mr. A. CAPEL SHAW (*City Librarian, Birmingham*), on "The Ideal Librarian."

LECTURE: "Bookbinding and the Care of Books," by Mr. WALTER POWELL.

Visit to the Bookbinding Establishment of Mr. E. Worrall, Edmund Street.

*Wednesday, June 5th.*

LECTURE: "Issue Methods," by Mr. Thomas Duckworth.

LECTURE: "Catalogues and Cataloguing," by Mr. ARNOLD G. BURT, (*Librarian, Handsworth*).



Visit to the Printing Establishment of Messrs. Hudson & Son, Livery Street, where methods of Mechanical Type-setting may be inspected (Linotype and Monotype).

*Thursday, June 6th.*

LECTURE: "Library Administration, Finance, &c.," by Mr. A. CAPEL SHAW.

LECTURE: "The Formation and Classification of a Small Library (5,000 volumes)," by Mr. ROBERT K. DENT (*Librarian, Aston Manor*).

Visit to Aston Manor (including a visit to Aston Hall and the Public Library, Wilton Road, where tea will be provided).

This Summer School was fitly inaugurated by an address from Mr. Capel Shaw, from which the following are extracts:—

There were perhaps few callings about which so much uncertainty existed as that of the librarian. Few people knew what he was, and what a number of first-rate qualities were required to make him really efficient in his calling. The popular notion used to be that the librarian was a learned but impracticable fool, a sort of walking encyclopædia, who knew the titles of books and how they should be catalogued, but who knew very little else. Another estimate took an even lower view, regarding the librarian's calling as one which could be admirably and adequately filled by any man who had failed in every other capacity. He feared that this opinion was still held by many people. There were those who seemed to think the librarian had nothing whatever to do but occasionally take a book off the shelves when any person chanced to want one, all the rest of his time being spent in the delightful ease of the Neapolitan lazzaroni. They appeared to think the library was formed and grew in some way without the librarian's help. They believed, however, that there were certain privileges attached to his position, and he (Mr. Shaw) remembered that when he was first appointed upon the staff of the Birmingham Free Libraries someone said to him in all sincerity "Well, there is one advantage, at any rate, ; you will never have to buy any more stationery." (Laughter.) Examinations and School Boards had done much to rob the scholastic profession of the doubtful honour of being the chief refuge for the destitute, and there was some ground for believing that the honour had now been accorded to that to which his hearers belonged. A third view of the librarian and his work really seemed to touch bottom—viz., that which considered it an occupation which might be associated with other duties of a not too lofty character, as in the case of a certain Corporation which thought the librarian could superintend the weighing machine. The speaker confessed that until he came to Birmingham he had no real knowledge of what a librarian's work was, and such half-knowledge as he had was partly evolved from his own inner consciousness and partly from Scott's portrait of Dominie Sampson, and Dickens's picture of Tom Pinch. The ideal librarian must be a man of culture in the widest sense of the

term. His reading should have been of a miscellaneous character and not confined to those books and subjects which relate especially to his profession. Not only must he possess a good general knowledge of literature, both ancient and modern, but he should also be acquainted with several languages besides his own, and have at least a bowing acquaintance with the various branches of science. The ideal librarian would be so conversant with knowledge as to be a guide to the best books on all its various subjects. Again, he must be catholic in his tastes. He might personally be deeply interested in politics, or poetry, or Socialism, but he must not accumulate books on any of these subjects to an extent to prevent him doing full justice to theology, history, or the various branches of science. He must be a good financier, and should possess a capacity for the minutest details of his calling. He must also have abundance of tact, and the power of gaining the confidence and goodwill of his staff; he must be a keen judge of character, and must possess infinite patience and self-control. Finally, he must have sufficient self-abnegation to forego the chance of becoming great in any one department of knowledge so that he may attain a level excellence in all.

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#### NORTH-WEST BRANCH—SUMMER SCHOOL.

**L**AST month a series of meetings was held at Preston, in connection with the education scheme of the N.W. Branch of the Library Association, which had a successful issue. Visits were paid to various works in Preston and to Stonyhurst College Library. The meetings were held in the Harris Free Library, and addresses were delivered by Councillor T. Abbott, of Manchester (inaugurating the session); Mr. W. S. Bramwell (on the Preston Library and its contents); Mr. H. Townend, Bury (on the Relationship of art galleries and museums to Public Libraries); Mr. J. H. Swann, Manchester (on Reading Lists); Mr. Robert Irwin, Manchester (on Library Administration); and Mr. E. A. Savage, Wallasey (on Classification).

The Council of the Library Association have under consideration the scheme of an extensive Summer School, to be held in London during 1908.

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#### LIBRARY ASSISTANTS' ASSOCIATION.

##### ANNUAL CRICKET MATCH.

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**T**HE annual match between the libraries North of the Thames versus those South of the Thames was played at Shortlands, near Bromley, Kent, on 16th May. There was a large muster of veterans and spectators, a goodly number of the fair sex being among the latter. After the introductions necessitated by unwonted garb, the rivals took the field. The South won the toss and put the

North in to bat first. Messrs. Denton and Stewart took up the willow on behalf of the North, and despite the strenuous efforts and lengthening faces of the transpontine side succeeded in raising the score to 60 before the latter receded gracefully into the pavilion. A few balls after this, Denton retired hurt. Messrs. Sureties and Coutts then added five to the score, bringing it up to 77. As time was now getting on, Denton, as skipper of the North, took a sporting chance—which as it happened proved fatal—and declared the North innings closed.

The South made an inauspicious commencement by losing several wickets for a few runs, but a stand by Peplow and Peters turned the tide, and it was the turn of the North to participate in the joys of leather-hunting. The match ended in a victory for the South. The afternoon outing, for which much credit is due to Mr. and Mrs. W. J. Harris, was most enjoyable, and those members who did not go are the poorer by many pleasant memories. The score was as follows:—

| NORTH.  |                  | SOUTH.   |                     |
|---|------------------|--|---------------------|
| J. D. Stewart.....  | b Blakey..... 39 | R. Cooper.....   | b Slinn..... 9      |
| A. Denton.....  | retired..... 31  | R. Wright.....   | b Slinn..... 2      |
| H. G. Sureties.....   | b Peplow..... 3  | A. A. Blakey.....  | b Slinn o Stewart 3 |
| H. T. Coutts.....   | b Blakey..... 2  | W. A. Peplow.....  | b Denton ..... 39   |
| W. H. Sunley.....   | c and b Blakey 0 | H. R. W. Peters c and b Stewart                          | 28                  |
| Extras.....   | 2                | V. B. Usherwood not out.....                             | 4                   |
|   | <hr/> 77         | F. Dallimore run out.....                                | 2                   |
|   |                  | Extras.....  | 4                   |
|   |                  |  | <hr/> 91            |
| Innings declared closed. Messrs. Bayley, Greig, Slinn, Davidson, Hawkins, and Cornwall did not bat. |                  | Messrs. Sawtell, Seward, Twort, and Bursill did not bat. |                     |

#### THE PSEUDONYMS.

TAKING advantage of a comparatively dry day in June, when the East Wind, in an almost incredible fit of forgetfulness had retired to sulk in its cavern, the Pseudonyms donned their Arctic suits and travelled to the

#### GROTTO OF THE TINTED VENUS,

near New Muggleton. On the way to this great pleasure-centre the Pseudonyms were amazed and cheered to see miles and miles of magnificent red valerian adorning the various banks and railway cuttings through which they passed, and were delighted to learn from a sage member that hundreds of benighted cockneys travelled to Devon and other distant parts, at the expense of pounds sterling, to witness the glory of valerian in wild inflorescence, when they might, by going to New Muggleton, have enjoyed the same pleasure for the modest outlay of one-and-a-tanner. The mere thought of this economy inspired the Pirate with such ideas of personal affluence that he made himself responsible for divers rounds of beverages of various hues and savours. The members present were greatly concerned when Rob Roy announced

that he proposed to read at the Grotto a few reflections on Local Collections, and they joined in a most emphatic protest against any such outrage. "Why hang it all, man!" quo' Orlando Furioso, "this irrepressible topic has been done to death! It's a lurid chestnut, a faded, wilted immortelle! Chuck it!" "Hear, hear!" chorussed the claque. "Down with Local Collections," "*à bas la collection topographique!*" yelled the Professor and Peveril of the Peak. When the agony of apprehension caused by his announcement had somewhat abated, Rob Roy executed a flank movement to a coffee palace entitled "The Leather Bottel," under pretence of exhibiting a curious inscription which appears thus on the counter of the saloon bar:

+  
B I L S T  
U M  
P S H I  
S. M.  
A R K

With an addendum—

A. D. L. L.

This was explained in various ways by each of the members present, the while Rob Roy plied them with the wine of the country in its best brand, namely, the Shrimp. Some liberal doses of this nectar had the effect of mollifying the ardent protestors against the infliction of more Local Collection papers, and in the end, when the Grotto of the Tinted Venus was reached, no one was in a fit condition to offer any further resistance, but the members contented themselves by lolling on benches in the Lovers' Walk, and making a great pretence of following Rob Roy's ineptitudes. He spoke as follows: The subject of Local Collections (*Loud groans*) has not yet been fully dealt with, in spite of the endless pages of twaddle and volumes of gas which have been expended on it ("*Question*"), and I propose to reflect at length (*More groans*) on one aspect of importance which has been entirely overlooked by the antiquarian bores who write, and, worse still, *read* papers on this subject. Even Brown, in his effete *Manual of Library Thrift*, has failed to note the important point about to be noticed. What I ask is this—"In all local collections, where does the librarian come in?" "What is his part in the assembling of local lumber?" "Why is precedence given to the claims of mere locality, while those of individuality are entirely ignored?" It is really a serious business, this neglect of an important branch of library activity, and I propose to amend it by supplementing all Local Collection articles, notes and papers with a few reflections on "The Contributions of the Librarian to the Local Collection, their nature, extent and possibilities." It may be allowed at the outset that library chairmen and committeemen are much more important than mere librarians, but they cost less, and consequently count for less, in the eyes of the paying public. Again, librarians are fixtures, whilst chairmen and committeemen are very mutable (*Aside—"Nice word that"*), therefore a certain amount of

sentimental and practical interest attaches to a man who is not only a paid fixture, but an integral part of the town's history. Anything, therefore, which illuminates the career of this official is invaluable material for a Local Collection, and I have collected a few items from the Librarian's Contributions to the Local Collection of the Public Library of Erewhon, which elucidate, as nothing else could, the pursuits and idiosyncrasies of that celebrated official.

LIST OF A LIBRARIAN'S POSSIBLE CONTRIBUTIONS TO A  
LOCAL COLLECTION.

- ITEM 1. Twopenny tramway ticket from Upper to Lower Erewhon.
- „ 2. Menu of the dinner of "Le Coq du Nord," in Soho, London.
- „ 3. Receipted bill for table d'hôte banquet at above, including wine; total, one shilling and sixpence.
- „ 4. Pass-out check, endorsed "Hamlet," for the London Pavilion.
- „ 5. Fine copy of an "Irish bank-note," for a copy of the *Encyclopædia Britannica*, held in pledge by one Benjamin Moss.
- „ 6. A Bill of Sale on various items of household furniture.
- „ 7. An unpaid invoice of the Library Supply Co.
- „ 8. Picture postcards of various Public Libraries.
- „ 9. Ten annual receipts for 21/- from the Library Association, and thirty-two urgent demands and remonstrances from the Hon. Treasurer.
- „ 10. Six rejected contributions to the *Library Assistant and Church Bells*.
- „ 11. Eighty-six programmes of the Alhambra, London.
- „ 12. 3,000 printed copies of different circulars issued by the inventor of the "Knock-em-all Indicator," profusely underlined with red and blue pencil marks.
- „ 13. A manuscript, bound in full, acid-proof buckram, of the author's only accepted contribution to the *Library Association Record*.
- „ 14. A Testimonial, signed "G.T.S.," endorsed "Not used because of caustic remarks and current views of the writer."
- „ 15. Receipted bill for one week's hotel expenses at — meeting of the Library Association, illustrating carelessness of the hotel clerk in charging against the item, "Wines and Spirits," a number of "teas," "minerals," and other ordinary matters. Endorsed—"Not submitted to Committee."
- „ 16. Twenty photographic groups of the Library Association, showing the Librarian in the middle of the front row.
- „ 17. Seventy-five photographs, in various attitudes, of the Librarian, taken for reproduction in the "Our Celebrities" column of the local newspaper.
- „ 18. Portraits of the Librarian's wife, family, and relatives. Thirty-four Albums and ten bundles.
- „ 19. Three large volumes of newspaper cuttings, dealing with the Librarian and his annual reports, &c.
- „ 20. Certificate form (blank) of Library Association Examinations, endorsed "proof copy, found on floor of London School of Economics."

[To be continued at intervals throughout the next five years.]

This paper was interrupted by a summons to dinner, and when that was over, the swings, roundabouts, dancing, open-air concerts, &c., proved more attractive than any discussion, and the result was that, for once, a Pseudonym paper was allowed to pass unchallenged.

## STAFF TIME SHEETS,

By A. KIRBY GILL, *Librarian, Twickenham Public Library.*

o o o

NOW that reforms are in the air, the rational construction of staff time sheets may be looked upon as a possible feature of the Public Library administration of the near future. At the present juncture, however, more than this cannot be asserted. In the higher phases of administrative activity, the lack of capacity for successful organization still to be discerned here and there can give little cause for astonishment. Moreover, it is comparatively unimportant. It declares itself immediately by its results; and in the natural order of things these results eventually bring about the necessary remedy. In the lower phases of administrative activity, however, it is different. Here one would expect to find evidence, at all events, of a little business capacity. Failing that, some consideration for the welfare of others, who are largely in the position of dependents, might be expected.

In order, if possible, to avoid misapprehension, I will here take the precaution to state that I make no sweeping assertion, formulate no general indictment. Having examined the available figures, I am well aware that in a small proportion of the libraries in this country the staffs are worked quite reasonably. All I say is that in many English Public Libraries to-day the condition of the assistants constitutes a crying evil. Leaving out of the question—to be dealt with, however, on some future occasion—the extent to which their professional prospects are affected by the record and administration of the institutions in which they receive, or are assumed to receive, their early training, setting aside also their poor remuneration and scanty chances of promotion, the number of hours which they are forced to work are sufficient in themselves to call for prompt and drastic measures of reform. In this paper, which is but a brief introductory note to the subject, it is not my purpose to indicate the direction which these reforms should take—though to the difficulties which present themselves, when once the desirability of according their assistants a reasonable amount of time for leisure and recreation is recognised, many librarians have found, and found easily a perfectly practical solution. The only point with which I am concerned here is that in a number of libraries this desirability appears not to be recognized at all.

That there is not necessarily any connection between the number of the staff and the library hours, Mr. J. D. Brown pointed out some years ago in his *Manual of Library Economy*. Nor is there necessarily any connection between the hours worked by the staff and the efficiency of the library from the point of view of public service. Indeed, a careful examination of statistics brings to light this most interesting fact, that the libraries where the longest hours are in force afford fewer facilities

to the reading public than those where short hours are the rule. On the one hand, one finds libraries remaining open to the public from 10 a.m. to 9 p.m. every week-day, and working their staffs forty-four or forty-five hours a week. On the other hand, one finds libraries—doing approximately the same amount of work, with the same number of assistants—not only closing their doors against the public one day a week at one or two o'clock, but working their staffs fifty to sixty hours a week into the bargain. This can only be held to indicate want of organizing ability ; and in most cases it would probably be found that the root of the evil is a badly-constructed time sheet. The long hours, the hurried meals, the drudgery and the deadly monotony of the work thus imposed upon many unfortunate assistants month after month and year after year, are enough to stifle the enthusiasm of even the hardest and most intelligent youths, and to fill them with loathing for their profession. Indeed, for physiological reasons, these are naturally the ones who feel the hardship most keenly, and resent it the more because they have sufficient brain to recognize that they are being uselessly and foolishly penalized.

In a letter lying before me, a librarian, writing to me upon the subject of his own early experiences, says : “ I am sure that four hours at a stretch is as much as any human being can endure day after day, and give efficient aid to the public. For instance, five hours all at once in the poisoned air of the ——— library, when I was there, used to reduce me to a state of collapse, and by the time I had put in another three-and-a-half hours, from half-past six till ten, I had sometimes scarcely enough energy to make for the nearest tramcar.” As there are in this country at least forty libraries working their staffs on an average from eight-and-a-half to nine hours a day, this must be a very temperate representation of the experience of scores of English library assistants at the present time.

The staff time sheet question, therefore, is one of vital importance. It affects equally the interests of the library assistant and the interests of the public ; and is a factor to be reckoned with amongst those which go to make the Public Library an agency of value or the reverse in the educational machinery of the country. It would be scarcely too much to say that in the construction of his time sheet is to be found a sure indication of the intellectual calibre of the librarian. It is the clue to his strength or his weakness as director and organizer of the forces at his disposal. It is the key to his whole administration. I am collecting staff time sheets, for I purpose one day writing a monograph upon the subject. In the meanwhile, from the material I have at hand, I select, as a fitting conclusion to this little paper, a table—in force at the present day—which may be regarded as a permanent example of how a staff time sheet should never be constructed.

The library has some 18,000 volumes—14,000 in the lending, and 4,000 in the reference department. It has a librarian, a sub-librarian, five assistants, a janitor, a cleaner and an indicator. The news-rooms open at nine o'clock ; the lending and reference libraries at ten o'clock ; and the lending library closes at one o'clock on Wednesday. On four

days in the week, a sub-librarian and four assistants are on duty at a quarter to nine in the morning. On one day, the sub-librarian and five assistants are on duty at a quarter to nine in the morning. On four days in the week, from 8.45 a.m. to 12 a.m., a staff of five is on duty; and from 6 p.m. to 9 p.m., a staff of six. Notwithstanding the fact that the lending library is closed one half-day every week, the first assistant works  $51\frac{1}{2}$  hours a week, the second,  $49\frac{1}{2}$ , the third,  $51\frac{1}{2}$ , the fourth,  $51\frac{1}{2}$ , the fifth,  $49\frac{1}{2}$ , the janitor, 51, and the sub-librarian,  $52\frac{1}{2}$ . The number of hours worked by each assistant per day may be indicated thus: on Monday two work  $10\frac{1}{4}$  hours, two  $10\frac{3}{4}$ ; on Tuesday one works  $10\frac{1}{4}$ , one  $10\frac{3}{4}$ ; on Thursday one works  $10\frac{3}{4}$ , three  $10\frac{1}{4}$ ; on Friday one works  $10\frac{3}{4}$ , two  $10\frac{1}{4}$ ; on Saturday two work  $10\frac{3}{4}$ , three  $10\frac{1}{4}$ ; the hours of the other assistants range from 7 to  $8\frac{3}{4}$ ; and on Wednesday one wretched assistant arrives at 1 p.m. and leaves at 9.30 p.m.!

When it is borne in mind that this library boasts a staff of six, excluding the librarian; issues daily, lending and reference departments combined, on an average not more than 400 volumes; closes its doors against the public once a week at 1 p.m.; and in addition works each of its six assistants on an average 51 hours a week, comment is surely unnecessary. Unfortunately, this cannot be regarded as a solitary case. Bad as it is, there is ground for believing that there are others still worse. I think I am well within the margin in stating that in England to-day there are approximately fifty libraries working their staffs over 48 hours a week; forty libraries working their staffs over 50 hours a week; and a few working their staffs from 56 to 60 hours and more.

Even could it be shown that this condition of things exists in the public interest; that it is the inevitable outcome of insufficient means and overtaxed resources, some good might be done by calling attention to an undoubted evil. As, however, it is not in the public interest, but, on the contrary, opposed to it; as it is a question not of means, but of methods, the sooner attention is called to it the better; for then perhaps, in the matter of staff time sheets, as in other details of practical administration, we may witness the introduction of a little reform.



## LIBRARY ECONOMICS.

o o o

THIS department of the *Library World* is intended for notes and articles on every branch of practical library work, ignoring questions of policy as a rule, and limiting the range to consideration of the mechanism of processes used in all kinds of libraries. These notes will be collected annually into a separate volume, which will be fully indexed, and, if sufficiently supported, will be published regularly as a kind of year-book of current library practice. Contributions are cordially solicited from library assistants and others in a position to help.



### 1. Card Charging and Appliances. [1st notice.]

Many varieties of card charging systems are in existence, the application of which varies in different localities. Some libraries use an indicator for fiction and cards for other classes, while others adopt card charging for all classes.

The fundamental principle of the system is that each book or work shall be represented by a movable card, kept either in numerical sequence in trays, or in pockets in the books themselves, when the books are not on loan. When the books are issued the book-cards are withdrawn from their position and placed in separate trays behind date and other guides, either by themselves or in conjunction with the borrowers' cards according to the practice in vogue at the library. Some libraries adopt the system of retaining the borrower's card when he has a book in his possession, others allow him to keep his card at all times.

The practice to be described is where the borrowers' cards are retained. The difference in procedure where the opposite obtains will be obvious.

The card charging system most in vogue in open access libraries is what may be called the loose pocket principle. Each book (or set in the case of fiction) is represented by a card, some 4" x 2" in size, usually of the manilla card or other tough substance variety, ruled as follows :—

The diagram illustrates a library card, 2 inches wide and 4 inches high. The front view is divided into several sections: a top section for the charging number (4216) and class letter (B.), with the accession number (160) on the right; a section for the author's name (MILL, J. S.); a section for the title (System of); a section for the subject (Logic) with a location number (5731) on the right; and a bottom section with columns for borrower numbers (A1857, 25/6) and dates of issue. The back view is a blank ruled card with four vertical columns.

|             |      |
|-------------|------|
| 2 in.       |      |
| 4216 B.     | 160  |
| MILL, J. S. |      |
| System of   |      |
| Logic.      | 5731 |
| A1857       | 25/6 |
| FRONT.      |      |
| 4 in.       |      |
| BACK.       |      |

At the left-hand side of the first line on the front of the card are entered the charging number and class letter of the volume. The accession number, if different, should also be entered, but less conspicuously, say following the title as shown. If considered necessary the location number may also be entered on the right-hand side of the top line; the author's name and title of work on the lines following. The columns ruled below are for the entry of borrowers' numbers and dates of issue.

The borrowers' cards may be of the same material as the book cards, and ruled in the same manner, but carrying borrower's number and name and address on the top lines, and the numbers of the books taken by the borrower and the dates of their issue entered in the columns below. The borrowers' cards should be less in height than the book cards, say  $3\frac{1}{2}" \times 2"$ , so that when the cards are placed together in the pockets the top portion of the book card carrying the book number will project above the borrowers' card. This form of borrowers' card, giving a double entry of the issue of a book, seems to be a rather unnecessary refinement. In the case of a wrong book card being withdrawn either when a book is issued or returned, the double entry will not prove more efficacious as a means of tracing or rectifying the error than will the use of the single entry on the book card alone.

The simpler and more useful plan is to have borrowers' cards of the cloth-covered variety, giving particulars of the borrowers' number, name and address, showing when card expires, and giving in brief such particulars as space will allow of the most generally useful rules and regulations in force, such as fines and penalties, change of address notification, etc. A specimen of such card is shown below:—

2 in.

**A1857.**

SMITH, JOHN,  
1, Jubilee Terrace,  
Pretoria Road.

This card expires.....

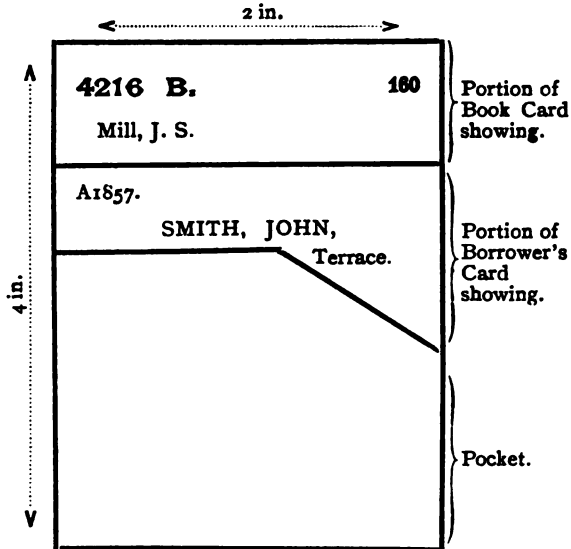
*Change of address should be immediately notified.*

In a case of infectious disease notice should be immediately given and the books returned, or handed over to the medical officer.

Fines for overdue, 1d. per week first fortnight overdue, 2d. per week afterwards.

3 1/2 in.





The cards are then placed on one side either in a sorting tray, if one is used, or in one of the ordinary trays placed for the purpose, and the necessary entries are made on the book cards as convenience serves.

In each division should be placed the cards for the books issued in the different classes, A, B, C, D, etc. The cards being so placed, some little time will be saved when statistics of issues are being compiled. Cards for fiction will of necessity require to be frequently removed and placed in an ordinary tray, as the issues of such works so largely preponderate.

At the end of the day or first thing next morning the cards are arranged in numerical order in the trays, date guides and guides indicating the 100 or 1,000 divisions of the numbers projecting above the cards being inserted in their places, and the trays placed at the return end of the counter.

The guides, date and other, are made in various forms, and of different materials, such as enamelled steel, xylonite, vulcanized fibre, aluminium and cardboard, but generally speaking the fibre guides are cheapest, lightest and best.

These guides are attached to the rods in the bottoms of the trays by means of hooks at the bottom. Fines guides can be allowed to rest on the rods instead of being engaged; they will thus be thrown up a little and show more prominently, and be the more easily seen.

On the return of a book the assistant ascertains its number from the label inside the front board and the date of issue from the date label facing it, and is thus directed to the exact position of the cards in the trays. These cards are then withdrawn, the borrower's card handed to him, and he is allowed to pass into the library if he requires another book, or, if not, he walks out in possession of his card, which

he will have to produce on his next visit before he is permitted to enter to choose a book.

The book cards belonging to the returned volumes are replaced in their sequence in the trays as quickly as possible, and the books, saving such as require repairs or rebinding, are then available for re-issue.

It should be noted that overdues automatically declare themselves.

In connection with this system of keeping cards for books "in" in trays one objection will arise, at least in a busy library. Some delay must necessarily occur in the replacement of cards for returned books in their sequence, particularly at a time when a rush is on. At such times the insertion of the cards will require the whole attention of one assistant, and a deft and careful one too at that.

Notes or slips may be made use of should books be re-issued before their cards are replaced, but this will prove to be a prolific source of error.

The better plan, to ensure as far as possible absolute accuracy in charging, is to have the returned books, together with their cards, handed over to the responsible assistant in batches, with the understanding that no book is to be issued until its card is in its place.

Though the practice of keeping the cards for books "in" in trays may tend to some amount of delay in the re-issue of returned books as indicated above, one great point can be urged in its favour, viz., that the cards being kept together in sequence they act as an indicator, showing which books are in and which out. This is of great advantage where enquiry is made for a certain book which cannot be found by looking in its location on the shelves. By looking up its number in the sequence it can be definitely ascertained whether it is "in" or "out."

Another method of working this system is to have the cards for books "in" kept in pockets in the books themselves, such pockets being pasted inside the front board below the label bearing charging and location numbers. This plan undoubtedly makes the work of issue very much simpler, easier, and quicker. All that is necessary is to open the front board, stamp the date of issue on the date label, withdraw the card from its pocket, place it (together with the borrower's card) in one of the loose pockets, hand the book back to the borrower and pass him out. In all other respects the system is the same as described above.

This method, though facilitating the work of issue, is open to the objection that the cards being distributed and not kept in sequence in trays they cannot be used as an indicator to show what books are in. To ascertain definitely whether a given work which is not in its place on the shelves is "out" a search through the cards in the issue trays is necessary. Such searches are tedious and devour time, though it is doubtful whether the time so spent will equal the amount spent in the finding and withdrawal of cards for books issued from their sequence in the trays under the first method. One hundred books will be issued where perhaps only one enquiry will be made, so the balance would appear to be in favour of the card-in-book system.

F. C. COLE, *Huddersfield*.

**2. The Binding of Part Music.** The full musical scores of the works of great composers are inconvenient for library circulation by reason of their orchestral purpose, being published in parts for divers instruments. To bind them together in one volume would, obviously, be absurd, as then only one person would be able to make use of it at a time, whilst the work may be intended for one, two, three, four or more separate instruments. To bind them all separately in ordinary library trappings would be equally undesirable, for in the majority of instances individual parts rarely comprise more than a dozen to fifteen pages. This would be a wanton waste of public money considering the limited circulation such works must have. Limp cloth binding for each part may be suggested; but every practical librarian is aware that limp wrappers for any volume, and more especially for thin folios, are unsuited for upright shelving. Where they are constantly being handled and tumbled down, if merely by assistants, they may be damaged and distorted beyond further use without having left the building.

Realizing all these difficulties it has been the custom hitherto to put orchestral music into circulation by slipping the parts, as issued by the publisher, into folio cases. This answers the purpose fairly well in institutions where there is little call for such matter; but even here it may be objected that the folios are unsightly and the borrowers do not appreciate them, for it must be remembered that people who seek diversion in classical music are persons of extreme artistic temperament. I am convinced by observation that for this reason alone the possible issue return is much minimized.

In libraries with a large musical *clientèle* the cases are, however, very unsatisfactory for practical reasons, and great advantage is gained by adopting the method which I will now detail.

In most orchestral works there is a paramount instrument, the score for which attains a moderate thickness, varying between fifteen and sixty pages, sometimes even exceeding this. This part is capable of satisfactory binding, and is accordingly stitched into leather boards. A pocket is constructed on the inside back cover to contain the remaining parts. These are bound in limp cloth wrappers with the name of the part lettered on the front. It is essential to strong binding that the original part is backed up with sufficient abortive or defoliated binding to cover the space occupied by these in the pocket, otherwise, by the absence of the support usually imparted by contact with the after board, it is liable to become loose in the stitching.

A point to be remembered is that when the music supplies a real want, as it certainly does in some libraries, the parts, even if initially put in the case, will have to be bound sooner or later; and music, above all literature, is open to severe mutilation if not supported by adequate wrappers, rendering subsequent binding of doubtful utility.

The chief points gained by immediate binding are as follows: upright and neat shelving with consequent improvement in accessibility to titles and individual volumes; facilitation in the matter of inspecting the music itself, tied cases being an unnecessary encumbrance to rapid

examination ; the ready detection of pilferings ; opening the wrong end of the volume—by a mistake of course—gives the desired information without ostentation (with folios secured by strings it savours of arrogant effrontery to open the flap and count the enclosed parts, besides the loss of time if one is busy) ; and, finally, one hardly needs to mention the wearing value of leather covers compared with linen or buckram cases.

ARTHUR J. HAWKES, *Bournemouth*.

**3. Obliteration of Betting News.** One of the most perplexing problems which has occupied library authorities of recent years is the question of the obliteration of betting news (and the best way of doing it) from the daily papers, etc., brought about by the nuisance caused by crowds of undesirables, who throng the newsrooms daily and make it difficult for quiet and orderly readers to use these places.

Several methods have been adopted and on the whole have led to satisfactory results. Blacking-out by means of a roller and stencil ink is performed in some libraries. This is not by any means the best way, for the papers on the newspaper stands, covered with these black patches tend to give the room a very unsightly appearance. During the winter months the obliteration of the betting is very slight ; but in the summer when the racing season is at its height, it is necessary at times to cover whole pages. Again, the stencil ink takes time to dry, and as it is imperative the papers should be placed on the stands almost immediately they are received from the newsagent, the consequence is, the reading matter on the pages opposite the obliterated portions becomes smudged. A few libraries use a roller stamp covered with the name of the institution, or the words "obliterated by order of the council." The roller is inked on a self-inking pad, and then run up and down the racing news until the printed matter is unreadable. Other authorities obliterate the sporting information by means of gummed paper cut into strips corresponding in width to the newspaper columns. Papers such as the *Times*, *Manchester Guardian* and *Daily Telegraph*, by virtue of their tougher quality, gummed on one side and cut into strips are admirably suited for this purpose. An excellent opaque gummed paper can be had from Messrs. Samuel Jones & Co., 56, Carter Lane, E.C. Many qualities are to be obtained from this firm ; but the one to be specially recommended is the "Silurian Extra Fine" gummed paper, which costs 10s. per ream, demy. Experience has proved the latter method by far the best in obliterating the betting news. It is clean, expeditious, cheap, and does not affect in any way the sale of the newspapers as wastepaper.

Aston Manor Public Library was about the first to black out betting news, and a paper on this subject, by the librarian, appeared some years ago in a volume of the *Library*.

In the *Library Association Record* for January, 1907, is given 76 replies for and against the obliteration of betting news, together with some fuller notes from librarians (which will be of special interest to





Separate stock books will be required for the lending and reference departments, and when books are purchased separate invoices for each department will be necessary. The stock book numbers must not be printed, but written as required. These numbers will be also the accession numbers, the charging numbers, and, if the books in the library are arranged on the ancient system of numerical sequence they become in addition the shelf numbers. I have, however, allowed in the ruling for a classification number, in the hope that it will be used.

When books are added, they will be entered in the stock book in invoice order, the price of each book being written in the left-hand cash column, and the net totals of the invoices in the right-hand column. In the case of "subject" books, the deduction of discount can be shown in the "remarks" column. When the books are classified, the classification number will, of course, be written in the proper column. This completes the work of entering additions.

With regard to donations, after the "undesirables" are sorted out, the remainder will be entered in the stock book, the volumes being marked in the "presentations" column, and the donor's name written in the proper place. Under "D" in the index a list of donors will be kept. Here will be entered the donor's name, his address, and the numbers of the pages containing the details of the donation (see illus.). If thought necessary to keep a record of the volumes rejected, a list can be made on foolscap and filed. It will probably never be wanted.

## INDEX.

| Donor's Name. | Address. | Page. | Donor's Name. | Address. | D<br>Page. |
|---------------|----------|-------|---------------|----------|------------|
|               |          |       |               |          |            |

Withdrawals can be dealt with by simply writing in the column provided for the purpose the dates the books were taken out of circulation. As they are withdrawn, the authors, titles, numbers, publishers, and prices can be written on separate cards. These cards can be kept in a tray, and orders issued at various intervals. When the replacements are delivered, they should each be given the same number as the copy withdrawn, and the date of delivery put in the "replacement" column of the stock book.

A book discarded, or out of print, to be replaced by a different book, can be dealt with entirely in this stock book. The date of withdrawal should be entered in the proper column, and "O.P." or "Dis." in the replacement column. When the volume that is intended to replace that out of print or discarded is received, it should be written in the stock book like an ordinary addition (it will probably be one of many on an invoice, and will have to be kept in invoice order). Instead, however, of giving it a new number, the number of the book

discarded should be written in the *inside* "stock number" column, opposite the entry of the new book. In the index under "D" (discarded) and "O" (out of print) lists should be kept, and here an entry will be made as the case requires (see illus.). Immediately next the "remarks" column in the suggested stock book is a column marked "Discarded and o.p. rep. pages." In this column should be written the page on which the new book is entered.

## INDEX.

| "O.P." BOOKS. |         |        | O         |         |        |
|---------------|---------|--------|-----------|---------|--------|
| Stock No.     | Author. | Title. | Stock No. | Author. | Title. |
|               |         |        |           |         |        |

Books lost by borrowers, or destroyed on account of infectious disease, can be treated in the same way as replacements. A book destroyed by the Medical Officer of Health should be marked in the proper column "M." [and date]; Lost by borrower, "B." [and date]. It would only be necessary to index these books in cases where they could not be replaced.

Books missing at stocktaking could be dealt with in the "withdrawals" column by putting "S" before the date.

The index would be very useful. Many things turn up in connection with the stock book which are worthy of record, and which with the ordinary stock book are forgotten, written on slips and filed, or scribbled on the fly-leaves. These could be indexed, and would be at hand when wanted.

P. E. FARROW, *Lewisham.*

**5. Ledger Charging.** Ledger charging is the oldest, and until comparatively recent years, was the only method of recording issues in lending libraries. Since the advent of the indicator and card systems, however, the ledger is being largely supplanted, and, probably, it is only in the small and the older Public Libraries that this system now obtains. On page 266 of Greenwood's *Library Year-book*, 1900-1, may be found a list of forty-four places where the ledger is the medium for charging, and, allowing for recent changes, one may judge that this system is at least enjoying a robust old age—counting, as it does, among other adherents, important libraries like those of Birmingham, Dublin, Manchester and Salford.

Accounts of books lent in ledger form may be kept under one of the following heads : Borrower's name ; Title of book ; or Date of issue. These forms are adaptable to different circumstances and libraries, and are designed to show respectively : What book a borrower has ; Who has a certain book ; and What books were issued on a certain day.

In public lending libraries a particular borrower's transactions are not of first importance, and it is generally recognised that to keep accounts under the title of each book is the more convenient and useful practice. For this purpose cards of course are desirable, but the ledger has been made to serve. In such a ledger a page, or a number of pages, are allocated to each book in the library, and issues are recorded by entering the date and borrower's ticket number on the particular page representing the book to be issued. This ledger, however, lacks the elasticity necessary in any system for use in a busy and growing library. Pages allocated to a popular book are rapidly filled up, while other parts of the ledger may hardly be used, and the maintenance of alphabetical order, so necessary for quick reference, is impossible in any record having fixed entries.

These limitations to what would otherwise be the best form of ledger, have no doubt been the reason for the almost general adoption of the issue record by days, or day book. This form facilitates quick charging, the issues being entered in succession for the day, irrespective of book number or borrower's name.

While still retaining the name of ledger, a separate sheet, or number of sheets, to represent the day's issue, are often employed in preference to a bound volume. Each sheet is headed with the date, and though the ruling may be varied to suit requirements, the form given below embodies the essential particulars of a daily issue sheet.

[1173]

## LENDING REGISTER.

Date of Issue ..... 190...

| Prog. No.<br>Daily<br>Issue. | Title of<br>Book. | Class<br>Letter | No. | Vol. | Date<br>of<br>Ret'n | Name of<br>Borrower. | No. of<br>Card. |
|------------------------------|-------------------|-----------------|-----|------|---------------------|----------------------|-----------------|
| 1                            |                   |                 |     |      |                     |                      |                 |
| 2                            |                   |                 |     |      |                     |                      |                 |
| 3                            |                   |                 |     |      |                     |                      |                 |
| 4                            |                   |                 |     |      |                     |                      |                 |
| 5                            |                   |                 |     |      |                     |                      |                 |
| 6                            |                   |                 |     |      |                     |                      |                 |
| 7                            |                   |                 |     |      |                     |                      |                 |

Besides a date stamp, book labels ruled to receive the date of issue and progressive number are the only other requisites to this form of ledger charging. The working is simple. To record an issue particulars of book and borrower, as shown by the ruling, are entered on the first vacant line on the sheet. The progressive number opposite the entry is copied on the book label, and the date stamps added. This completes the charge, and the book and card are handed to the borrower. When a book is returned the date and number on the label indicate the exact position of the entry in the ledger, and the return is recorded by marking the date in the column headed "Date of return."

In favour of the ledger system, the fact that it requires no expensive apparatus is an important consideration. Its working is simple, and, the record of issues being permanent and fixed, entries cannot be misplaced or lost.

On the other hand, entries in the ledger cannot be arranged for a special purpose. Outstanding books are only discovered by careful examination of the "date of return" column. The information afforded by any one form of ledger is usually insufficient for the requirements of a public lending library, and the use of some further record or check is necessary. Accounts kept by borrowers or by books necessitate at least a daily record of issues for statistical purposes, while the daily issue sheet shows readily only the number of books issued. In some libraries, a complete record of issues is compiled on slips from the ledger, and arranged under the book titles. This plan is perhaps the most satisfactory of the many methods adopted to supplement the ledger, but it should be noted that its merits are those of the card rather than the ledger system. One further consideration, which detracts materially from this method of charging, is the fact that books cannot conveniently be checked at the time of return, and are put aside to await the daily or other check. This delay, of course, keeps books out of circulation, and makes the checking of books returned a serious item in the day's work.

The literature of ledger-charging is by no means extensive or varied. Passing mention and brief notes have been made from time to time in the library journals, but the following references probably include all the best and most useful articles on the subject:—

Brown (Jas. D.). History and description of library charging systems.

*Library World*, I. 1898-9. Pages 3, 18, 33, 75.

——— Issue methods. *Manual of Library Economy*. 1903. Pages 383-388.

Carr (H. J.). Report on charging systems. *Library Journal*, XIV. Page 203.

Greenwood (T.). Public Libraries. 4th ed. Page 415.

Plummer (Mary W.). Loan systems. *United States Education Report*, 1892-3, I. Page 898.

G. F. STALEY, *Manchester*.

## 6. Reference Library: Plans and Arrangement.

Here, as in the United States, there are two questions regarding the planning of the reference library which seem incapable of solution.

These are: (1) Should the library be administered on the open access or closed shelf plan? (2) Ought the books to be shelved in the room where the reading is done, or on the stack principle (*i.e.*, in a room apart)? Each of these systems has its earnest advocates, and each plausible enough reasons for its adoption. Is it possible, then, to show that any one is the ideal plan, possessing qualities superior to the others? The ideal here is, I fear, as in most things, unattainable. One cannot even adopt a policy of eclecticism, for the different systems are mutually exclusive, and in fact directly antagonistic. The benefits to be derived from open access, for instance, cannot be combined, entirely satisfactorily, with the absolute safe custody of the books, nor can the economy of space effected by the stack system be assured to the library housing books and readers in the same room. One can but describe the various plans, leaving each library to work out its own salvation.

A library embodying the idea of open access allows readers to the shelves there to make their own selection. The books are then brought to the reading tables for consultation. These tables may either be :

- (1) Alongside the bookcases themselves (conveniently called the "alcove system"), which are generally at right angles to the walls, thus involving little walking for the reader.
- (2) In an adjoining room (the "stack system"), allowing of close packing of the books, with a minimum amount of unoccupied space.
- (3) In the same room as the bookcases, which are often ranged round the tables.

The alcove system is, as will be seen, extravagant of space, and admits of little supervision. It is a survival of one of the oldest forms of libraries, dating at any rate from monastic times. It is unsuitable for Public Libraries, although university libraries have found it convenient.

The stack system is more favoured in America than in England. Its advantage is the obvious one of space economy, although when one considers the necessity of providing another room equipped with tables and chairs for reading the economy is not, perhaps, so apparent. Supervision is here again difficult, whilst heating and lighting troubles (caused by successive stories of book-rooms being required) are keenly felt.

Reading tables and books in the same room (No. 3) is the usual arrangement, and probably gives the best results. Perhaps one might invent the name "combination system" for this plan. Supervision, lighting, and other difficulties are more easily overcome, and the system effects a compromise between the stack and alcove systems with regard to the distance of the reading tables from the bookshelves.

In closed or barrier libraries both the last-mentioned plans, *mutatis mutandis*, have been adopted. In some instances wire doors to the bookcases, to prevent contact with the books, are used, and

good results claimed. However, our experience is that dust accumulates much more objectionably behind wire doors, whilst there is an undoubted increase of trouble to the assistants in opening and locking them.

In America reference library and lending library readers often apply at the same counter for their books, the reference reader himself taking his book into the reading-room. I may say here that in America there is a much more intimate connection between the reference library and lending library than in England. It is increasingly the case there that any book, even if belonging to the reference department proper, is loaned for home reading.

Another system which emanates from America, and is, as far as I know, without an example in this country, is that which has been called the "Poole" system of planning a library. Mr. Poole's idea was to isolate the different classes of books in separate rooms; an arrangement, he held, which would enable the assistant in charge of each room practically to specialise in his subject, and thus ensure better attention to readers. In the case of fire, again, the outbreak would be confined to the room in which it originated.

The following libraries illustrate the different methods of planning a reference library enumerated above. An examination of the plans of these libraries will usefully supplement the remarks here made.

ALCOVE SYSTEM. *England.* Guildhall Library, London.

*America.* Peabody Institute, Baltimore.

STACK SYSTEM. *England.* British Museum, London.

*America.* Library of Congress, Washington.

"COMBINATION" SYSTEM.

*England.* Newcastle-upon-Tyne Public Reference Library.

"POOLE" SYSTEM. *America.* Newberry Library, Chicago.

It may be mentioned that a *modus vivendi* between those favouring open access and those inclining towards closed reference libraries has in many towns met with success. This consists in exhibiting on open shelves a limited number of books—works of reference strictly, books of topical interest, etc.—whilst the bulk of the library is closed to the public. The British Museum Library is an example. Directories are almost universally exhibited in this way.

Apart from the general plan of a reference library, there are features of arrangement possible of adoption by any library. A few such features are:—

SPECIAL STUDY ROOMS of 100 sq. ft. and over. These are open to objection on the ground of "preferential treatment" of a certain class—always undesirable in the case of a Public Library. They are hardly necessary in a well-administered reference library where noise is assiduously suppressed and seating accommodation is generous.

SINGLE TABLES. A more modest way of attaining the objects of study rooms. The semi-isolation of each reader is undoubtedly appreciated, and helpful in the case of students. Dimensions of such a table might be: Height, 2 ft. 6 in.; length, 3 ft.; breadth, 2 ft. Long

tables partitioned by screens at intervals of about 4 ft. is another way to secure the detachment of individual readers.

**READING EASELS.** A liberal supply of easels should be introduced into every reference library. Whether the book consulted is large or not, if it rest on an easel adjusted to suit the reader his reading is thereby rendered more pleasant.

**"POINT" LIGHTING.** The well-diffused general lighting of a reference library supplemented by the stronger lighting of tables (so-called "point lighting") is most successful.

A **REVOLVING BOOKCASE** containing, say, an encyclopædia, and furnished with chair and reading-desk, is sometimes placed in a convenient corner.

**REFERENCES:**

Champneys (A. L.). *Public Libraries: their design, construction and fitting.* 1907. (If Mr. Champneys too sedulously sits at the feet of Gamaliel, in the person of the author of the *Manual of Library Economy*, it is for the ultimate good. The co-operation between architect and librarian which results renders obsolete previous work on the subject.)

Brown (J. D.). *Manual of Library Economy.* 1907. (Pages 79-104 and Appendix of Factors.)

Burgoyne (F. J.). *Library construction, architecture, fittings and furniture.* 1897.

Cotgreave (A.). *Views and memoranda of public libraries.* 1901.

Fletcher (W. I.). *Public Libraries in America.* 1894.

Soule (C. C.). *Points of agreement as to library architecture.* *Library Journal*, vol. 16. 1891.

T. E. TURNBULL, *Newcastle-upon-Tyne.*



## CORRESPONDENCE.

o o o

### APPEALS FOR GIFTS.

SIR,—In January last you were good enough to insert an epistle of mine relating to the issue of library news in the local press. May I ask a like courtesy now by allowing me to say that I think we librarians might (with our committees' approval) do much to gather in good books, or the wherewithall to purchase them, by occasionally issuing judiciously worded circulars to rich folks and to all the intellectually minded members of the community.

You some time ago urged the formation of more such societies as the "Friends of the Public Library"—an excellent plan and one which might follow the issue of the appeals to which I refer.

I have in view the enrichment of the reference library and collections of local matter rather than the increase of the number of books in the general lending library.

EASTERNER.

[The plan our correspondent advocates has been adopted in some places, but might well be more generally tried.—ED.]

## THE SHEAF CATALOGUE.

By JAMES DOUGLAS STEWART, *Islington Public Libraries.*

o o o

### I.—INTRODUCTORY.

1. It is not proposed here to treat the sheaf catalogue from a controversial point of view, and to enter into a detailed examination of the respective advantages and disadvantages of this as compared with other forms of catalogues. Many are alive to the merits of the sheaf catalogue, either as the only means of displaying and indexing the contents of a library, or as an addition to some already existing means, and it is for the use of these that the following practical notes on the making of a sheaf catalogue are submitted.

2. The sheaf catalogue consists of loose leaves, bound by mechanical means into a sheaf or volume, or a series of volumes. The binding is a temporary mechanical one, described later, effected by turning a screw, and secures absolute adjustability of the leaves. This enables the leaves to be re-arranged if necessary, and allows of the insertion of a new leaf at any point. The sheaf catalogue thus comprises all the advantages of absolute adjustability with the additional advantage of being in the book form familiar to the general reader.

3. The volumes of a sheaf catalogue correspond to the drawers or trays of a card catalogue, and, like the drawers, enable the catalogue to be spread over as much space as is thought necessary to make its consultation by a number of people at one time an easy matter. The sheaf volumes, however, are portable and handy to use in any position, and can be stored close together on a shelf, or in a special cabinet, without interfering with the ease of reference. Then again, if—as perhaps in the case of a subject catalogue—a separate volume is devoted to each special section of the library, the catalogue can be shelved with the books to which it refers, thus bringing the books and their catalogue together. In this case, an alphabetical (dictionary or author and title) catalogue would be displayed in one place, and the classified lists distributed to the points of greatest service.

4. The wear and tear of continual handling does not have such an effect on a sheaf catalogue as might be anticipated. A sheaf volume used simply as an index to subjects, or to a small stationary collection of books, if subjected to much handling, would soon show signs of wear. But where the method is adopted for cataloguing a live and increasing collection such as that of the ordinary Public Library, this is not nearly so apparent. New leaves continually being inserted preserve the freshness of the whole catalogue, and the fact that the use is spread over a number of volumes also contributes to that end. The mistake is frequently made of having the sheaf volume too large. This makes it heavy and more clumsy to use, and, of course, tends to wear



it out more quickly. A sheaf catalogue properly constructed of suitable materials may reasonably be expected to last a decade; and, even when finally worn out, the labour of re-writing is comparatively small.

5. Apart from printed lists, the sheaf is the most compact form of catalogue. Page catalogues, in which the entries are pasted down—such as those in use at the British Museum, Mitchell Library, and elsewhere—are necessarily of large quarto or folio size, and are consequently more or less unwieldy to handle and difficult to store. Panoramic and placard catalogues require a large amount of space for the amount of work they do, and are always awkward for consultation. The card catalogue bulks out at between twelve and fourteen times the space required by a sheaf catalogue for the same number of books, and necessitates the provision of a special cabinet for storage. A cabinet may be provided for the sheaf catalogue, of course, but it is just as effective if stored on an empty shelf in a suitable position.

6. That the sheaf catalogue is in book form is a very important factor in the use made of it. There is nothing essentially unfamiliar in either its external appearance or its use, and thus a certain intimacy is established between the borrower and the catalogue which is largely absent from other mechanical catalogues. There is no need to create a knowledge of the catalogue and its use, and this in a Public Library, where individual relations with each borrower are unattainable is a consideration of the highest importance.

## II.—VARIETIES OF SHEAF CATALOGUES.

7. Before proceeding to discuss the practice of cataloguing on sheaves, it will be necessary to examine the varieties of sheaf catalogues in existence, and to decide upon the one most suitable for our purpose. Leaving out of the question the various mechanical binders invented to meet the requirements of page catalogues, there are a number intended expressly for the purpose of the sheaf catalogue.

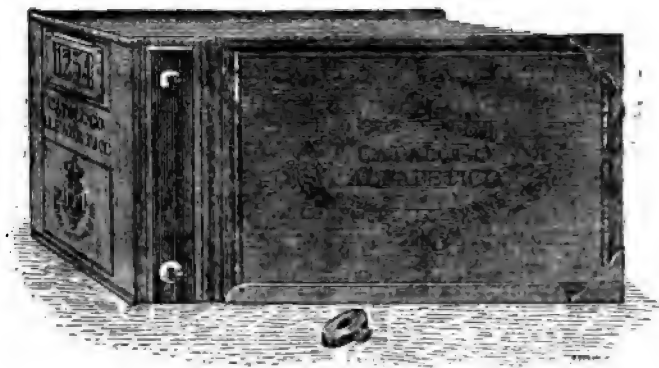


FIG. 1.—Staderini Sheaf.

8. The most elementary form of sheaf catalogue is that known as the Leyden, owing to its first being used in the university library of that town. In this the slips are notched at the top and bottom near the left end, and the binding is attained by placing them between boards similarly notched and tying a cord round them. This is a very rough and ready device, and for private use works well enough ; for public use it is, of course, quite unsuitable.

9. The earliest form of the mechanically bound modern sheaf catalogue is that invented by M. Staderini, of Rome. This consists of a fixed binding, comprising boards and a back, fitted with two iron screw-bolts. The slips, or sheaves, are perforated in such a way as to thread on to the bolts, and the whole is secured by means of the screw-caps shown in the illustration (Fig. 1).

10. A much more handy form was invented by Mme. Sacconi-Ricci, of Florence, in 1891. The method of binding the slips in this form is very similar to some of the modern methods of letter-filing. The slips are threaded on to two rods, in similar fashion to the

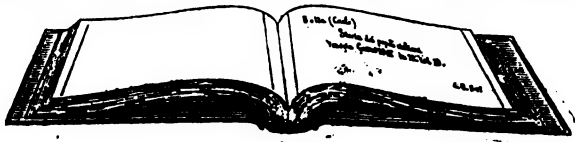


FIG. 2.—Sacconi-Ricci Sheaf.

Staderini sheaf, and are then clamped down by means of a bar which screws down on to them. The mechanical principle is shown better in the illustration (Fig. 2) than it can be described in words.

11. The first British sheaf, the "Adjustable Catalogue-Holder," was invented about 1892, by Mr. James Duff Brown. It consists of a

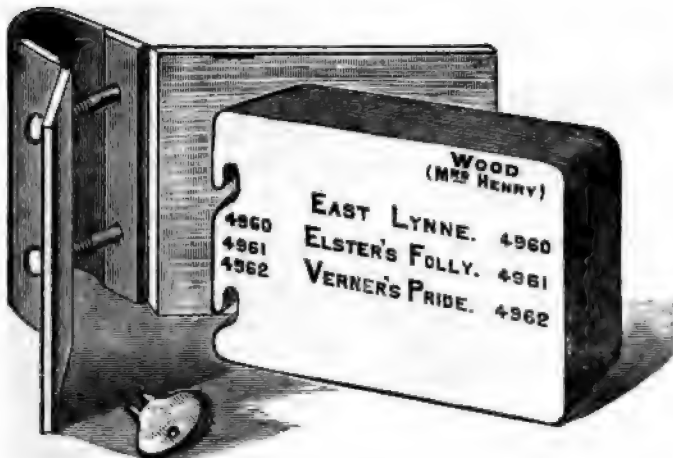


FIG. 3.—Brown's "Adjustable Catalogue-Holder."

permanent binding, comprising boards and a flexible leather back. The slips are held in position by the action of two cylindrical screws. The chief distinguishing feature of this variety is that the slips are not threaded on to the screw rods as in all other instances, but simply slip or hook on by means of the keyed slots shown in the illustration (Fig. 3). It is claimed for this sheaf that it is not necessary to take out the slips of a volume from their binding in order to insert one at any point—a proceeding necessary with all other forms.

12. The most modern form of sheaf consists of a strong, rigid, wooden back and hinged boards, and is fitted with one screw rod only (Fig. 4).

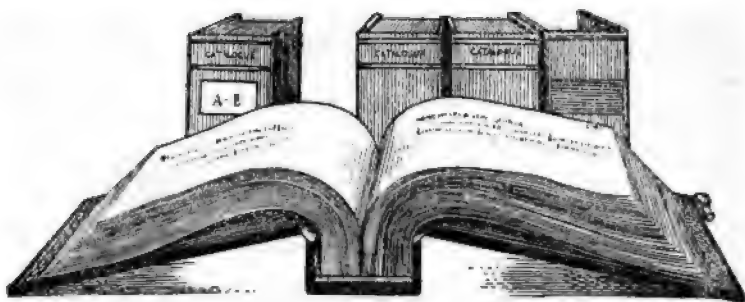


FIG. 4.—Adjustable Sheaf Catalogue. Locked.

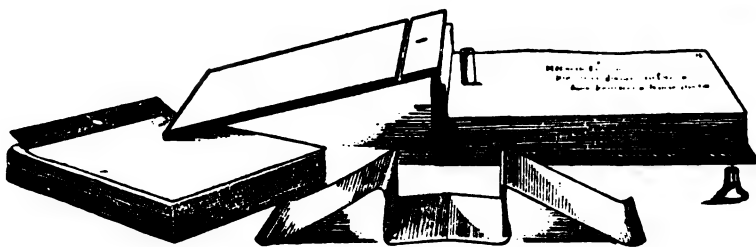


FIG. 4.—Adjustable Sheaf Catalogue. Unlocked.

It is the most satisfactory of all the forms of sheaf catalogues, and is undoubtedly the one to be recommended for Public Library use. The slips thread on to the single screw rod in the usual way, and the construction of the back prevents any sagging. The brass screw rod is a special form, and fastens securely by means of a few turns of the key. Throughout the rest of this treatise it is assumed that this form of sheaf catalogue is in use, but of course all the rules and recommendations will apply equally well to any variety.

*(To be continued.)*

## BOOKLESS LIBRARIES.

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IT has been pointed out in the columns of the *Library World* over and over again, not only in connection with the Passmore Edwards and Carnegie buildings, but as a general principle, that municipal libraries, especially in small towns, are more urgently in need of books than elaborate buildings. Once again this fact comes before us in the complaint of Mr. Nutt, the publisher, who writes in the *Athenaeum* concerning the book-cadging which goes on among the smaller libraries. Without considering to what extent the joint action of the publishers and booksellers is responsible for this, through the net book agreement, it is certain that all over the country there are many bookless libraries in existence, in which, owing partly to lack of money, and the absurd policy of maintaining comparatively huge newsrooms, hardly any expenditure takes place on *literature* as distinct from newspapers. Many of the so-called Carnegie *libraries* are really nothing but newsrooms, because the whole effort of the local authority is directed to the maintenance of a kind of club-room for the newspaper devourer, while the library remains a miserable, little, neglected collection of out-of-date lumber, in which no one can assume the slightest interest. No one appreciates the work of benefactors like Messrs. Carnegie and Passmore Edwards more than the *Library World*, but it has always been a matter for regret among the more advanced librarians, that more discrimination was not exercised, and better advice obtained, before such a large amount of money was expended on mere bricks. No doubt Mr. Nutt and other publishers are in the best position to judge to what extent book-begging exists, and if it is worth the trouble of public discussion, but it seems more practical to consider what can be done to remedy the present state of affairs. It is needless to discuss the limitations imposed on libraries by the miserably inadequate Libraries Acts, nor to speculate on what would happen if the bill now awaiting its fate before Parliament should pass into law. Everyone knows that the rate limitation is at the root of every municipal library evil, and till it is raised or removed it is useless to discuss relief from that direction. But some help could be afforded if wealthy library builders like Mr. Carnegie were to make their gifts even more conditional than at present. It is all very well to say to a small town, in which the penny rate realizes an income of £150, "I shall give you £3,000 for a library building, on condition that you find a free site, and levy the full rate of one penny." There are other factors of much more practical importance than questions of site or income, and one is some kind of assurance that the building shall be a *library*, and not simply a stone or brick monument to somebody's misplaced benevolence. This end can be secured in many ways, by people with money to bestow, and it is here suggested that buildings should only be given in cases

where the income will adequately maintain them in every department, and that extravagant lecture, news, ladies' and other rooms should be rigidly excised where no means exist for their maintenance. If, in place of giving the town with a £150 income, £3,000 for a building, the donor said, "I'll pay the full cost of an adequate library, including furnishing and fees of every kind, but it shall only consist of a lending department, a general reading-room and reference department, and offices, according to the ascertained dimensions for a town of your size and growth. Furthermore, as your income of £150 will only cover working expenses, I shall invest such a sum as will produce £50 per annum towards the salary of a competent librarian, and a further £100 to be spent on books only." This course would cost but little more than the extravagantly inefficient cash-down method, because a thoroughly efficient building could be provided for £1,000 to £1,200, and the balance, slightly augmented, would provide the endowment. The effect of such an arrangement would be to give the public properly equipped libraries, free from loans or other burdens, and administered in such a way as to produce the utmost value from the gift. It is impossible to say this of many of the libraries which now exist in a comparatively bookless condition in many parts of the country.



## AMERICAN AND BRITISH OPEN ACCESS.

o o o

**I**N view of the circulars being industriously distributed in this country, and the statements and mis-statements which are current in the United States, it may be useful and instructive to devote a small space to the consideration of the two systems of open access, which are being deliberately confused and compared, with the object of misleading. It has been asserted and proved over and over again, that there is no comparison possible between the nature of the open access which is granted in certain English libraries like St. Martin-in-the-Field (Reference), Chester (unorganized), Bishopsgate Institute (an immature experiment), etc., and the scientific and more perfect special systems established in other British municipal libraries which continue to flourish. It has, furthermore, been deemed proper, in quarters interested in concealing the real facts, to drag in the American libraries with their large losses, and to quote the ethical absurdities of a Peoria sage, who elects to fill the anomalous position of a complete Yankee reactionary, as reasons for abjuring any system which seeks to recognise the public right to examine books before they are finally selected. Not the slightest hint is given in these various documents that the differences between safeguarded open access and the non-safeguarded varieties are so



PHILADELPHIA FREE LIBRARIES.  
Lehigh Avenue Branch.



ISLINGTON PUBLIC LIBRARIES.  
West Branch Lending Department.



great as to render comparisons between them out of the question. One might as well compare a motor 'bus and a donkey-cart. It is true that both ultimately reach a destination, but with what a difference as regards time, speed, comfort, and other factors ! No distinction is made between reference and lending department open access, specially designed libraries and those merely adapted as an experiment ; and the result is that, in some cases, these half truths, untruths, and general manipulation of facts have influenced people who ought to know better, against progressive methods of library work. Perhaps nothing is so convincing as a graphical representation of the difference between one system and another, and we have accordingly reproduced from the last annual report of the Free Library of Philadelphia a picture, which explains better than yards of description, the real difference between American and British open access libraries. It will be noticed in this Philadelphia picture, which represents the interior of the Lehigh Avenue Branch, that the barrier is nothing more nor less than a mere feeder, for regulating the entry and exit of all kinds of readers. The library is lending, reference, and periodical room all in one large department, and there is absolutely no check on who enters, and with such a mixed lot of readers it is impossible to say if anyone leaving has been using the lending or reading-room side of the institution. Any casual loafer can enter, without the formality of registration, and can use at will any of the books in any department, and can, furthermore, if so disposed, put one in his pocket, or under his waistcoat, and walk out unchallenged. The other pictures in this interesting and beautifully illustrated report show the same state of affairs in all the new libraries, namely, the book and periodical departments of the libraries assembled in one large room, separated only by three-feet-high book presses, and supervised by the assistants in charge of the central circulation desk, with its feeders or gateless barriers. Compared with the British system of safeguarded open access, many great differences are revealed. In all British libraries, reference, lending, juvenile and periodical departments, are invariably separated and kept apart, either by means of high glazed screens or solid walls, and each department is worked independently. The safeguarded lending libraries only grant admission to properly enrolled borrowers, and none can enter without resigning a book or showing a ticket, and no one can leave without passing an automatically-locking gate and giving up a book or books to be charged. The illustration of the recently opened West Islington Library, which is given to enable a fair comparison to be made between American and English methods, shows at a glance a barrier impassable to any but duly registered borrowers, and an arrangement of departments whereby the lending books are kept entirely separate for this purpose, and not mixed up with periodicals, reference books and children's books. In making this comparison, and illustrating it beyond all question, it is not intended to minimize the splendid work of the Philadelphia libraries, but merely to point out that variation of minor methods, and not the use of a system, is the sole cause of those statistical differences as regards losses which are being paraded in Britain without proper explanation or note.



## THE PITTSBURGH LIBRARY CATALOGUE\*

By T. E. TURNBULL, *Newcastle-upon-Tyne Public Libraries.*

o o o

SEVERAL circumstances conspire apart from the executive ability displayed to make the publication of this catalogue a notable achievement. In almost all of the varied activities of the Public Library in the United States the Pittsburgh Carnegie Library takes a prominent place, and, indeed, in that excessive solicitude for the younger generation, which characterises present-day American librarianship, the Pittsburgh Library is *facile princeps*, a fact which has gained for it great renown across the Atlantic. Here, then, one has a typical American Public Library possessing in 1902 (the *terminus ad quem* of this catalogue) about 242,000 volumes, administered, under the favourable conditions created by Mr. Carnegie's especial generosity, by a typical library staff for the most part the product of the American Library School. A catalogue compiled with these advantages must have peculiar interest for the English librarian, and it presents to him an admirable means of comparison between American methods and his own. "By their fruits shall ye know them," and if a closer personal examination is precluded it is only when the work has reached fruition, as in the present catalogue, that one is enabled to pronounce judgment. The knowledge gained, moreover, is varied as well as accurate, for besides cataloguing, American practice in book selection, classification, type arrangement, and book annotation can here advantageously be studied in practical application.

The work is in three bulky demy 8vo volumes, and the books are classified on the Decimal System. Perhaps Dewey's classification has never been seen to better advantage than in this catalogue, which is undoubtedly the best example of the application of the classification to a large modern library. The favourable impression of the classification one gets from a first glance at the catalogue is found, however, on closer scrutiny, to depend in no small degree on the judicious grouping of classes by which the compilers have avoided multiplication of subject-headings. This matter, which I have called "grouping," might, I think, have more attention in this country. Nothing is gained, for instance, by having, say, three consecutive headings in Clarendon type, each of which heralds an array of two books. On the other hand, the gain in clarity and economy in putting the six books under one inclusive heading is manifest.

Take this example from an English catalogue:—

### 781.6 Composition and Instrumentation.

781.6 Berlioz (L. H.). Modern instrumentation and orchestration.

781.6 Weber (G.). The theory of musical composition. 2 vols.

\**Classified Catalogue of the Carnegie Library of Pittsburgh, 1895-1902*  
3 vols. Pittsburgh, 1907.

**781.7 Oriental Theories and Forms.**

781.7 Hatherley (S. G.). A treatise on Byzantine music.

<sup>12</sup> **781.8<sup>12</sup> Ancient Theories, Modes, and Forms.**

781.8 Munro (D. B.). The modes of ancient Greek music.

I feel sure that the Americans, to the enhancement of their reputation for sound sense, would list these four books under such a heading as "Theory of music."

The actual classifying in the catalogue seems to be well done. One notices in particular the arrival at a decision by the Pittsburgh authorities regarding the classing of books on Röntgen Rays (537.54), a question timidly shirked by those responsible for the 1904 A.L.A. Catalogue, from whom a pronouncement might fairly have been expected. The somewhat amusing, if hardly helpful, note was, it will be recalled, prefixed to class Physics in the latter catalogue: "Röntgen rays (undecided as to classification)."

Absolute uniformity in classification by different classifiers even under the same scheme is perhaps unattainable, but I have often thought that a co-operative attempt might be made to fix irrevocably the class under which to find works which have secured permanent place in literature, no matter in what catalogue one looked. A list of the standard works about whose specific class the slightest doubt existed, accompanied by their class-numbers or letters could be compiled comparatively easily, and would be invaluable whatever scheme of classification be adopted by a library. Such discrepancies as the following, occurring in two catalogues compiled by persons of presumably the same training and opportunities, would then be obviated:—

|            |                          | Pittsburgh. | A.L.A. |
|------------|--------------------------|-------------|--------|
| Ruskin.    | "Joy for ever."          | 704         | 707    |
| Burton.    | Anatomy of melancholy    | 132         | 828    |
| Darwin.    | Voyage of the "Beagle"   | 570.91      | 508    |
| Thurston.  | Materials of engineering | 691         | 620    |
| Martineau. | Seat of authority        | 230         | 201    |

Most librarians will, I think, agree that this variant classing is objectionable.

When annotations occur they are as a rule well done, many of them being review extracts. It is to be regretted, however, that the entries are not more evenly annotated. Class "Fiction" is an especial sinner in this respect. For instance, Charlotte Brontë's "Villette" has an eight-line note, whilst "Jane Eyre" does not, in the eyes of the compilers, require a single word. Meredith's novels are another example of not very intelligent "selective" annotation. The existing notes, nevertheless, are informing and elucidatory, and show evident care in their composition.

May I demur at the arrangement of works under such an author as Dante? Here surely one of the fundamental rules of cataloguing is violated—that translations should immediately follow originals. A strictly alphabetical sequence is adopted in this catalogue, and as a

consequence the "New life," translated by Rossetti, is separated from "Vita nuova" by three other books, whilst Dante's chief work appears in different parts of the alphabet as "Commedia," "Divine Comedy," and "The Vision."

Following the literature section of the catalogue come author and title lists of fiction (a separate alphabet for each country). Author and Subject Indices end the work. One must protest against such *cul-de-sac* entries in the Author Index as the following:—

Disraeli, *see* Beaconsfield.

Beaconsfield, *see* Fiction List.

An addition to the first entry, making it read "*see* Beaconsfield in Fiction List," is all that is necessary.

The Subject Index is for the most part done with care, and most superfluous matter has been excised, but how is a reader to find such a book as the "Materials of engineering," mentioned above, if he has forgotten the author? Neither the words "Materials" nor "Engineering" in the Subject Index refers him to class 691. Perhaps the elimination of what was thought to be unessential has been carried too far. The Subject Index is a most important part of a systematically classified catalogue, and this fact cannot be too often emphasised.

It is in no spirit of petty criticism that I have pointed out a few of the details with which I disagree in this catalogue, but rather with the object of learning what it has to teach. If I have not dwelt at large upon the good qualities of the work it is because to do so this article would take the form of a continued eulogy.

One would look forward with the greatest of pleasure to the publication of the two additional volumes (bringing the catalogue up to 1907) which are promised, did one not remember that to own the volumes under review already means an expenditure of twelve dollars!



## LIBRARY STAFF CLUBS.

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THE first annual report of the Croydon Libraries Staff Guild, 1906-07, is a reminder that there exists a valuable centre of activity for the improvement of library methods which is outside more general efforts in the same direction, but in some respects almost as influential. The formation of clubs or guilds for promoting social relations among the members of library staffs is no new thing, although it is only recently, we believe, that regular organisations with rules, &c., have been formed. Mr. Cowell, of Liverpool, was a pioneer in this direction by bringing his staff together on many occasions for social purposes, and at Lambeth staff outings used to be a feature of the work. At Fulham, classes for the staff were instituted by the late Mr. Franklin Barrett, and are continued by Mr. Rae, and plenty of facilities have been afforded at other places. The excursions, soirées, and MS. magazines of the Glasgow staff are quite important factors in

welding the members together, and at many other places the cultivation of friendly relations among the staff is regarded as an important matter. The following quotations from the first Croydon report will serve to give an idea of the work of the guild :—

1. The Croydon Libraries Guild was inaugurated in May, 1906, and at the close of its first year of existence the Committee presents its annual report.

2. It is interesting to consider how far the objects of the Guild have been realized. The Committee acknowledges gladly that every member of the staff has taken a greater or less interest in the work of the Guild, and it records, with great satisfaction, the approval bestowed upon it by the Chairman of the Libraries Committee, who accepted the position of President, and by the Chief Librarian, who became Vice-President. This has encouraged us to proceed with the work.

3. INAUGURAL.—The official inaugural of the Guild took place by invitation of the President at his house, on Wednesday, July 25th, 1906, when an open-air meeting was held in the very pleasant garden there. Besides the President and Vice-President, Mr. Whitaker, the Vice-Chairman of the Libraries Committee, and all the members of the staff, except two who were away on holidays, were present. In a brief address the President set forth a few ideals for our guidance, and offered a special President's prize to the member who should do the best work in connection with the Guild. Speeches were also made by Messrs. Whitaker, Jast, Sayers, and Grigsby. After the meeting the President entertained us to supper and to delightful musical selections by members of his choir in the garden, and later, in the house.

4. CIRCULAR.—A circular of information was drawn up and sent to members of the staff advising them of the various activities of the Guild.

5. LITERARY CIRCLE.—A Reading Circle was held on Monday evenings from July to October, 1906. Nineteen meetings were held, which were well attended. Stopford Brooke's "Primer of English Literature" and extracts from other books were read and discussed, and at each meeting a member read a paper on the work of the previous meeting.

6. CLASSIFICATION.—Sixteen classes in Classification were conducted by the Sub-librarian and were attended by four of the senior members. Questions for homework were set at each meeting and regularly answered.

7. OTHER CLASSES.—A Latin class was held on Friday evenings and was conducted by Messrs. Peplow and Purnell. After considering the irregular attendance at this class, and the rather lukewarm interest displayed in it by the members, the Committee discontinued it and will not again hold it, although the senior members will be glad to coach any individual junior who cares to continue the study. Individual members have been coached in Cataloguing and other subjects by members of the Committee.

8. CRICKET CLUB.—It is gratifying to note that nearly all the members of the Guild were enthusiastic cricketers, and in all our games this spirit was predominant. Although we have thirteen playing members, it has been found impossible for all of these to play in each match, and consequently it has been found necessary to solicit outside assistance. The result of the season's matches was exceptionally good, considering that it was the first year. Five matches were won, four lost, and four drawn. A club cap is now in use. It is blue, with an elaborate crest, designed by Mr. Price of Bishopsgate, and presented by Mr. J. Sugden.

A balance sheet and list of fixtures follow :—

| BALANCE SHEET.   |       |    |    |          |       |    |    |
|------------------|-------|----|----|----------|-------|----|----|
| To Subscriptions | £     | s. | d. | To Tools | £     | s. | d. |
|                  | 2     | 12 | 6  |          | 3     | 4  | 1  |
| Balance          |       | 12 | 6  | Sundries |       |    | 11 |
|                  | <hr/> |    |    |          | <hr/> |    |    |
|                  | 3     | 5  | 0  |          | 3     | 5  | 0  |

A similar staff club with a body of rules, officers, etc., has been established in connection with the Islington Public Libraries, and the following copy of the rules may be of interest to other library staffs contemplating the formation of clubs or guilds :—

**OBJECTS.** To provide a medium of intercommunication, to unite common interests, and thus to foster *esprit de corps* amongst members of the staff. To encourage mutual improvement by providing facilities for the study of subjects likely to be of benefit to members in their professional life, and to establish in common, means of recreation.

**RULES :—**

1. The name of the Club shall be the Islington Libraries Club.
2. The Officers shall be a President, three Vice-presidents, Secretary and Treasurer.
3. An attendance register will be kept, which must be signed by members at each committee or general meeting.
4. Four members, one of whom must be a senior, shall form a quorum.
5. The activities of the Club shall consist of a Study Section, comprising classes in various branches of Library Economy, and in French, German and English; and of a Recreative Section comprising Tennis, Swimming and Cycling.
6. Any member, on payment of the subscription, can join any or all of the Club sections.
7. The absence of a member from four consecutive meetings of any branch of the Study Section, without sufficient reason, shall be taken as an indication of resignation from that particular branch.
8. In case of dispute, the question at issue shall in the first place be referred to the Vice-presidents, and if their decision be not favourably received by the majority of members, the matter shall be submitted to the President, whose decision must be accepted as final.
9. The subscription shall consist of an entrance fee of one shilling, and a subscription of five shillings per year, payable monthly.
10. The colours of the Club shall be green and white.



## LIBRARIES AND LIBRARIANS.

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[*Special notes of general interest are invited for this department.*]

In answer to various enquiries regarding the illustration on the cover of the *Library World*, it may be stated that the building represented is the Public Library of Rothwell, Northamptonshire, which was originally a market-house built by Sir Thomas Tresham, in the 16th century. The building was restored, and opened as a public municipal library in 1896.

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**Arbroath, N.B.**—Mr. John Hosie, the librarian, reports a remarkable decrease in the circulation of fiction. This may partly be due to the system of displaying new books, other than novels, in a conspicuous place on a counter—at all events there has been a considerable increase in the issue of more solid works.

**Belfast.**—The new branch of the Public Library in the Oldpark Road district, erected by the aid of Dr. Carnegie, is in a forward condition and bids fair to be a useful development of the library movement in Belfast, under the fostering care of Mr. G. H. Elliott, the chief librarian, who has done so much for the city's libraries. Mr. A. E. Atkinson, the librarian in charge of the new branch, has compiled a catalogue of its 5,000 volumes.

**Birkdale.**—On the recommendation of the librarian, Mr. Edward Wood, the committee has decided to adopt the open access system throughout the lending department, open access being already working in the reference and non-fictional department. Mr. Wood was unable, when organising the library two years ago, to prevail on his committee to do more than adopt free access in the reference and non-fictional departments, chiefly because the counter fittings were already made when he was appointed. Now, however, the committee, after viewing the plans which had been carefully prepared by the librarian, by an unanimous vote left the matter in his hands. Mr. Wood has been engaged for a considerable time on an elaborate card index of the books in the library, the contents-indexing of the books being a special feature.

**Bromley, Kent.**—This library is keeping up its traditional activity, and the coming winter promises to be an exceedingly busy one. The following are its most important activities :—The formation of a Literary and Debating Society, Course of twelve lectures to adults, and a Course of six monthly lectures to children on Nature Study ; two Reading Circles for children, Visits of the school children to the library, and another exhibition of local literature. The University Extension Society will hold two courses of lectures : 1. Mediæval Architecture. 2. Nature Study. A very successful exhibition of local books, prints, photographs, etc., was recently held for one week, and was visited by over 2,000 persons.

**Colne, Lancs.**—On the 30th of last month Lord Derby opened the Public Library at Colne, the streets of which were decorated in honour of his visit. His lordship had made a gift to the institution of the ground rent of the estate on which the library is situated, and Dr. Carnegie had subscribed £5,000 for building. The Mayor of Colne, in welcoming Lord Derby to the borough, spoke of the long-standing connection between the house of Stanley and Colne, and of the generosity with which the Derby family as large landowners in Colne and district had always met the community.

**Cork.**—At the end of the report recently issued by Mr. James Wilkinson, the librarian, we note the complaint of serious mutilation of certain illustrated publications hitherto exposed on the reading tables in the Public Library. Alas ! it seems ladies are the sinners, and now, by way of caution, the papers have been removed from the tables, and have to be applied for when required by the ladies !

**Darlington.**—Mr. W. J. Arrowsmith, the librarian, reports that out of 116,000 issues from the Public Library, during twelve months, not a single book is missing, and what is even more surprising, in the whole time (twenty-two years) that the library has been in existence only two books have been lost.

**Dundee.**—The important reference library department of the Public Library is being catalogued in an elaborate form, which will prove of great benefit to readers. This heavy task is being accomplished by the sub-librarian, Mr. Douglas, the editorship and final revision resting with the chief-librarian, Mr. John Maclauchlan.

**Edinburgh.**—The Advocates' Library is to be closed to the public for some considerable time, in consequence of the alterations to the building, now in progress.

**Erdington.**—The Public Library was formally opened last month, by Councillor F. B. Ludlow, Chairman of the Council. The building, which is the gift of Dr. Andrew Carnegie, has a central entrance on to the main road, with an entrance hall giving access to the magazine room, on the left, and on the right to the newspaper room. There is accommodation in the lending department for about 15,000 volumes, and the library opened with about 5,000 books. After the ceremony an adjournment was made to the Park, where, after a reception at the Council House, the Chairman of the Council and Mrs. F. B. Ludlow, gave a garden party to a numerous company of ladies and gentlemen. The librarian is Mr. E. W. Neesham, who has been associated with the Kendal, Stockport and Gainsborough Public Libraries.

**Grimsby.**—The question of letting the right to issue book marks for use of the Public Library to a London firm for four guineas, was recently discussed. Now a local firm (Messrs. W. H. Jackson & Co.) has come forward with an offer of £6 for the exclusive right for twelve months. This offer was accepted, and it was also agreed that the advertisements on the mark should be submitted to Mr. D. H. Geddie, the librarian.

**Johannesburg.**—Mr. Cadenhead, the public librarian, on the first of last month read an able paper before the Yeoville Literary Society, on the "Evolution of the Public Library and its place in municipal life."

**King's Norton.**—We are informed by Mr. George H. Burton, the chief librarian, that Dr. Carnegie has made a further grant to the King's Norton and Northfield Urban District Council Public Libraries Committee of the sum of £1,344 to cover the extra amount expended on the various libraries, over and above the amount of his original grant of £12,500.

**London: Bethnal Green.**—Under the will of the late Miss Leon, the trustees of the Bethnal Green Public Library have received a fine collection of books, numbering some 500 volumes, through Mr. E. S. Simons, one of the executors.

**London: Bishopsgate Institute.**—We are glad to hear that Mr. C. W. S. Goss has secured an interesting parcel of deeds relating to

Crosby Hall, the ancient and beautiful structure which may soon be a thing of the past, thus adding to the Institution's valuable collection of local MSS., prints, drawings, &c.

**London : Greenwich.**—The London Street branch of the Public Library is to be opened on September 21st or 28th. The Mayor and Mayoress will probably be invited to officiate at the opening ceremony.

**London : Hackney.**—Mr. M. L. S. Breslar, of Percy House, South Hackney, suggests that the walls of the new Public Library should be adorned with mementos of eminent worthies of the old borough, especially, apparently, those of the Jewish community, to which body Mr. Breslar belongs.

**London : Islington.**—The West Branch Library was opened on July 24th, 1907 by the Mayor of Islington (Alderman G. S. Elliot, J.P.) in presence of a large gathering of prominent local citizens. The proceedings were exceedingly lively owing to the humorous references of Mr. Thomas Lough, M.P. and the political and anti-library speech of Alderman Wylie, an avowed opponent of the library movement. In other respects the ceremony was a great success, and even in regard to the somewhat unusual note of opposition, it was both original and amusing.

The registration of borrowers in Islington has now reached the large total of 20,000, which is rather a record in branch library work. Up to the end of July over 400,000 volumes had been circulated from the North Library, a daily average of 1,625, and now that the West Library has been opened in a populous district, a large addition to this number is anticipated. At present the book use only averages 703 per day, but this number is rapidly being increased as borrowers are enrolled and the library becomes better known. In a future number we hope to give an illustrated description of this building, which is by Professor Pite.

**Nantyglo, So. Wales.**—Mr. John Hough opened the new library and reading room, founded at Nantyglo last month. The Hon. Secretary, Mr. Herbert Williams, gave an account of the movement to establish this useful institution, and mentioned the generous gift of its site by the Nantyglo and Blaina Ironworks Company.

**Newport, Mon.**—Last month the Mayor (Mr. F. Phillips) opened the new branch public reading rooms in a portion of the Council Schools building in Lyne Road.

**Ramsgate.**—The Public Library Committee recommend expending the sum of £50 on the reference library, but have deferred for three months the question of adding an educational department.

**St. Helens.**—Mr. A. Lancaster, the librarian and curator, reports that the exhibition of educational work and pictures, which was opened at Victoria Park on July 3rd, has proved a great success. The attendance has been excellent and the receipts very satisfactory. Compared with the exhibition held in 1900 the attendance at the present exhibition has been considerably greater during a corresponding number of days



**Stourbridge.**—Dr. Carnegie, who gave £3,000 towards the Public Library, has promised a further sum of £700, which is required to carry out an extension of the newsroom. Not only will this extension greatly improve the internal accommodation of the building, but it will also enable the Town Surveyor (Mr. Woodward) to improve the elevation of the block as it is viewed from the High Street.

**Swellendam, S.A.**—The *Cape Times* of July 10th contained a picture of the new Public Library, and the opening ceremony performed by Col. Crewe. The building is small and attractive, Dutch in style and provided with a large covered veranda or stoop.

**Toronto.**—The new Carnegie Library in Yorkville Avenue, which was erected at a cost of \$26,000, has been opened by the Mayor. This is the first of a series of four such branch institutions to be erected in Toronto.

**Torquay.**—The new Public Library was visited at the end of July by Mr. J. Potter Briscoe, Corporation Librarian at Nottingham, and Mr. R. K. Dent, Corporation Librarian at Aston Manor, Birmingham. As these gentlemen are experts, it is gratifying to Mr. Joseph Jones, the librarian, to learn that they agree in pronouncing the library quite superior in its internal arrangements, and likely to prove in its careful selection of books one of the best equipped, for its size, of any in the country.

**Walthamstow.**—Mr. Roebuck, the librarian, has made some alterations in the arrangements of the tables, stands, &c., in the reading room at the Public Library, which appear to be much appreciated. *The District Times* says :—

"Facing the entrance to the room is a stand bearing an index to all the papers and periodicals taken, giving the number of the stand or table on which each particular publication may be found. Each table has a small stand in the centre bearing its number and a list of the books that the table contains. The periodicals have new black covers provided for them, each with its own index number plainly inscribed. A stranger may now walk into the room, and without asking a single question, and with no difficulty whatever, procure at once the publication wished for. This is no small thing when it is remembered that the publications in the reading room number over a hundred."

**West Bromwich.**—In last month's issue we noted the opening of the new Public Library. Since then we have noticed in *The Local Government Officer*, the following table of dimensions of the hall and various rooms :—

|                   |     |     |                  |
|-------------------|-----|-----|------------------|
| Hall              | ... | ... | 100 ft. long     |
| Reference Library | ... | ... | 36 ft. by 30 ft. |
| Lending Library   | ... | ... | 74 ft. by 30 ft. |
| Ladies' Room      | ... | ... | 30 ft. by 20 ft. |
| Magazine Room     | ... | ... | 30 ft. by 30 ft. |
| News Room         | ... | ... | 36 ft. by 30 ft. |
| Juvenile Room     | ... | ... | 15 ft. by 30 ft. |

In the same paper (July 27th) was a good likeness of Mr. Guildford O. Hodges, the librarian and secretary.

**West Ham, Plaistow.**—Mr. J. McDougall, the librarian, had early last month to report to the Council that the library had been broken into by a burglar, who stole 2s. 5d. This misguided individual seems to have given himself time to peruse the "Chronicles of Newgate," that book being found on the table, and, according to the report, the issue of the work has been duly recorded!

**Woolwich.**—The new branch of the Public Library was the subject of an illustration in *The Building News*, July 26th. Mr. Maurice B. Adams designed the building.

**Worthing.**—The Public Library, now in course of erection, is shown in an illustration in *The Building News*, July 26th. Mr. H. A. Crouch, of Gray's Inn Square, is the architect.

**Mr. John Ballinger**, the well-known librarian of Cardiff Public Libraries, has, we are glad to see, been elected one of the Governors of the National Library of Wales.

**Mr. Albert Clegg** has been appointed librarian of the new Public Library at Radcliffe. Mr. Clegg has for some time acted as librarian to the Co-operative Society in the town.

**Mr. Herbert Henderson** is appointed senior assistant at the Walthamstow Public Library.

**Mr. E. B. Hobbs**, of 31, Prospect Street, Caversham, has been appointed librarian of the new Public Library at Caversham.

A FRIEND is good enough to send us the following cutting:—

#### GERMS IN BORROWED BOOKS.

"A series of interesting experiments has just been concluded by the Berlin municipal librarians concerning the propagation of contagious diseases through dirty and soiled books. Books of this description were soaked in certain solutions and experiments made with guinea pigs to ascertain whether the solutions contained consumption germs. In the case of books that had been used for two years, no definite results were obtained. Other books, however, which had been in use for three and four years were found to be infected with these germs, and the animals experimented on died from consumption. Attempts made to sterilise the books by formalin vapour proved unsuccessful, although the books suffered to an extent rendering them unfit for circulation. The librarians are directed to return all books that are badly soiled to be destroyed, no matter how short a time they have been in use."

Do the germs germinate in Germany?



## LIBRARY ASSOCIATIONS.

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## THE LIBRARY ASSOCIATION.

THE programme of papers and proceedings for the 30th annual meeting at Glasgow, on Sept. 17th to 19th, is not a very exciting document, and in most respects falls below the average of the past few years. Perhaps the word "tame" best describes its general complexion, in view of the fact that exemption from rates and net books are the only subjects over which the meeting is likely to boil over. Of course one must recognise the difficulty of securing fresh subjects every year, but, on the other hand, the programme need not be filled with hackneyed matter chiefly. The usual great upheaval is promised for the annual business meeting, when the London members are going to be relegated to their deserved back seats at the instance of the more militant provincials. At least we are told so by certain exponents of the theory, that the Country-is-just-as-good-as-London-and-a-mighty-sight-better! These rumours of ructions have been spread abroad in advance of other annual meetings, and it is safe to predict for Glasgow that, as on former occasions, all this talk and bluster will end in nothing. The programme so far settled is as follows:—

## PAPERS.

TUESDAY, 17TH SEPTEMBER, 1907.

## FIRST MORNING SESSION.

0. PRELIMINARY BUSINESS.
1. **President's Address**; by F. T. BARRETT, City Librarian, Glasgow.
2. **\*Notes on the Libraries of Glasgow.**
3. **\*The Organisation of the Glasgow District Libraries**; by F. T. BARRETT, and S. A. PITT.
4. **The Librarian and His Relations with Books**; by HENRY R. TEDDER.

## EVENING SESSION.

5. **A Note on an Experiment in connection with a Subscription Library**; by SAMUEL SMITH, City Librarian, Sheffield.
6. **English and Scottish Royal Heraldry on Books (Lantern Lecture)**; by CYRIL DAVENPORT, British Museum.
7. **Modern Printing Papers**; by R. W. SINDALL, London.

WEDNESDAY, 18TH SEPTEMBER, 1907.

## SECOND MORNING SESSION.

8. **New Proposals in Regard to Public Libraries by the National Home-Reading Union**; by Dr. J. B. PATON, Hon. Sec. National Home-Reading Union; and L. S. JASR, Hon. Sec. Library Association.
9. **The Liability of Public Libraries to be Assessed for Rates and Taxes**; by H. WEST FOVARGUE, Town Clerk, Eastbourne.
10. **Review of the Literature of Books of Receipts**; by Professor JOHN FERGUSON, Glasgow University.

## EVENING SESSION.

## 11. Annual Business Meeting.

THURSDAY, 19TH SEPTEMBER, 1907.

## THIRD MORNING SESSION.

12. **Discussion on the Net Books Question**; opened by Councillor T. C. ABBOTT, Public Libraries Committee, Manchester; and W. E. DOUBLE-DAY, Librarian, Public Libraries, Hampstead.
13. **Council Work; Brief Reports on the Work of the Committees as follows:—**
- (a) **Legislation Committee**; by Councillor T. C. ABBOTT.
  - (b) **Work with the Education Department of the London County Council**; by HENRY R. TEDDER.
  - (c) **Catalogue Rules Committee**; by JOHN MINTO.
  - (d) **Bound Leather Committee**; by E. WYNDHAM HULME.
  - (e) **Education Committee**; by E. A. BAKER.
  - (f) **Publications Committee**; by HENRY BOND.

An exhibition of Best Books will also be held, and a *Class List* published, similar to the one issued in 1906. The social side will comprise a Reception by the Lord Provost, on Monday; a Luncheon on Tuesday, in connection with a Library foundation-stone ceremony to be performed by Dr. Andrew Carnegie; visits to the University and the Branch Libraries of the city, and an all-day excursion on Friday. The annual dinner will probably take place on Thursday evening.

The following is the result of the

## ELECTION OF OFFICERS AND COUNCIL, 1907-1908.

## PRESIDENT.

Francis T. Barrett, *City Librarian, Glasgow.*

## VICE-PRESIDENTS.

Councillor T. C. Abbott, member of the Manchester Public Libraries Committee.  
 W. E. A. Axon, 3, Albany Road, Southport.  
 John Ballinger, Librarian of the Public Libraries, Cardiff.  
 J. Potter Briscoe, City Librarian, Nottingham.  
 James Duff Brown, Librarian of the Public Libraries, Islington.  
 Frank J. Burgoyne, Librarian of the Public Libraries, Lambeth.  
 Peter Cowell, Librarian of the Public Libraries, Liverpool.  
 E. Wyndham Hulme, Librarian of the Patent Office Library.  
 Lawrence Inkster, Librarian of the Public Libraries, Battersea.  
 T. W. Lyster, M.A., Librarian of the National Library of Ireland, Dublin.  
 J. Y. W. MacAlister, Secretary of the Royal Society of Medicine, 20, Hanover Square, W.  
 C. W. Sutton, M.A., Librarian of the Public Libraries, Manchester.

## HON. TREASURER.

Henry R. Tedder, Secretary and Librarian of the Athenæum, Pall Mall, S.W.

## HON. SECRETARY.

L. Stanley Jast, Librarian of the Public Libraries, Croydon.

## HON. SOLICITOR.

H. W. Fovargue, Town Clerk, Eastbourne.

\* This Paper will be printed, and an abstract only read.

## THE LIBRARY WORLD.

## LONDON COUNCILLORS.

| ELECTED.   | No. OF VOTES. |             |
|--|---------------|-------------|
|  | 1907.         | 1906.       |
| 1. Ernest A. Baker, M.A., Woolwich ... ..                  | 178           |             |
| 2. Henry Bond, St. Pancras ... ..                          | 175           |             |
| 3. W. E. Doubleday, Hampstead ... ..                       | 171           |             |
| 4. Cyril J. Davenport, V.D., F.S.A., British Museum ... .. | 167           |             |
| 5. Bernard Kettle, Guildhall Library ... ..                | 156           |             |
| 6. J. R. Boosé, Royal Colonial Institute ... ..            | 146           |             |
| 7. G. H. Palmer, Art Library, South Kensington ... ..      | 143           | No Contest. |
| 8. H. Vaux Hopwood, Patent Office Library ... ..           | 134           |             |
| 9. Cecil T. Davis, Wandsworth ... ..                       | 125           |             |
| 10. W. C. Plant, Shoreditch ... ..                         | 123           |             |
| 11. Thomas Aldred, Hackney ... ..                          | 113           |             |
| 12. A. E. Twentyman, Board of Education Library ... ..     | 112           |             |

## NOT ELECTED.

|  |     |
|--|-----|
| 13. Walter S. C. Rae, Fulham ... ..                  | 110 |
| 14. John McKillop, London School of Economics ... .. | 102 |
| 15. H. W. Fincham, Finsbury ... ..                   | 96  |
| 16. C. F. Newcombe, Camberwell ... ..                | 82  |

## COUNTRY COUNCILLORS.

| ELECTED.   | No. OF VOTES. |       |
|--|---------------|-------|
|  | 1907.         | 1906. |
| 1. R. K. Dent, Aston Manor ... ..                        | 196           | 113   |
| 2. H. E. Johnston, Gateshead ... ..                      | 163           | —     |
| 3. Basil Anderton, B.A., Newcastle-on-Tyne ... ..        | 161           | 123   |
| 4. Edward McKnight, Chorley ... ..                       | 160           | —     |
| 5. T. W. Hand, Leeds ... ..                              | 158           | 120   |
| 6. John Minto, M.A., Signet Library, Edinburgh ... ..    | 152           | —     |
| 7. Henry Guppy, M.A., Rylands Library, Manchester ... .. | 147           | 112   |
| 8. L. Acland Taylor, Bristol ... ..                      | 145           | —     |
| 9. George T. Shaw, Liverpool ... ..                      | 144           | 109   |
| 10. Butler Wood, Bradford ... ..                         | 144           | 125   |
| 11. A. Capel Shaw, Birmingham ... ..                     | 136           | 110   |
| 12. W. H. K. Wright, Plymouth ... ..                     | 133           | —     |
| 13. W. Crowther, Derby ... ..                            | 132           | 101   |
| 14. Henry D. Roberts, Brighton ... ..                    | 125           | 99    |
| 15. E. R. Norris Mathews, Bristol ... ..                 | 121           | 107   |
| 16. Alfred Lancaster, St. Helens ... ..                  | 119           | 104   |
| 17. H. T. Folkard, F.S.A., Wigan ... ..                  | 115           | 100   |
| 18. C. Madeley, Warrington ... ..                        | 115           | 98    |
| 19. Benjamin Carter, Kingston-on-Thames ... ..           | 104           | 92    |
| 20. G. Hall Elliot, Belfast ... ..                       | 103           | 97    |

## NOT ELECTED.

|   |    |    |
|---|----|----|
| 21. Alderman W. H. Brittain, Sheffield ... .. | 91 | 82 |
| 22. Alexander J. Philip, Gravesend ... ..     | 85 | —  |
| 23. Baker Hudson, Middlesbrough ... ..        | 84 | 85 |
| 24. Frank E. Chennell, Willesden ... ..       | 80 | —  |
| 25. H. Tapley-Soper, Exeter ... ..            | 68 | —  |
| 26. A. Kirby Gill, Twickenham ... ..          | 66 | —  |
| 27. A. O. Jennings, LL.B., Brighton ... ..    | 65 | —  |
| 28. W. W. Topley, Croydon ... ..              | 45 | —  |
| 29. George Potter, Hornsey ... ..             | 44 | —  |

## LIBRARY ASSOCIATION EXAMINATION.

Further list of passes in the Examination held in May, 1907, in supplement to the list in the July number of the *Library World*.—

## Section 4. CATALOGUING. (58 Candidates.)

*Merit*.—G. A. Stephen, Public Libraries, St. Pancras; W. Wilson, Public Library, Gateshead.

*Pass*.—H. S. Brunt, Public Library, Buxton; F. W. Cudlip and W. Easlea, Bishopsgate Institute; E. Fletcher, Public Library, St. George-in-the-East; Miss M. Gilbert, Public Libraries, Fulham; T. W. Huck, Public Library, Darlington; J. W. Lambert, Public Library, Sunderland; W. McGill, Public Libraries, Islington; E. H. Matthews, Public Library, Exeter; A. H. E. Moore, Public Library, Barrow-in-Furness; F. Pepper, Public Library, Brighton; P. H. Phillips, Public Library, Chester; J. H. Shaw, Public Library, Bury; C. E. Thomas, Bishopsgate Institute; W. B. Thorne, Public Libraries, Poplar.

## Section 6. PRACTICAL LIBRARY ADMINISTRATION. (88 Candidates.)

*Honours*.—F. C. Cole, Public Library, Huddersfield.

*Merit*.—G. R. Bolton, Public Libraries, St. Pancras; Miss G. A. Boyd, Public Library, Kettering; J. C. Darby, Bishopsgate Institute; J. G. Faraday, Public Libraries, Hornsey; A. F. Hatcher, Public Library, Bolton; C. P. Jackson, Public Libraries, Woolwich; W. H. Morgan, Public Libraries, Hammersmith; P. J. Mortimore, Public Libraries, Camberwell; R. L. Peacock, Public Libraries, Croydon; E. Pearson, Public Libraries, Newcastle-upon-Tyne; T. W. Powell, Public Library, Kingston-upon-Thames; H. R. Purnell, Public Libraries, Croydon; J. Ross, Public Library, York; W. B. Thorne, Public Libraries, Poplar; T. E. Turnbull, Public Libraries, Newcastle-upon-Tyne; A. Webb, Public Library, Brighton.

*Pass*.—Miss V. A. Aitken, Public Libraries, Islington; D. J. Bayley, Public Library, Poplar; P. Blackwell, Public Library, Carlisle; F. H. Bonner, Public Library, Croydon; H. S. Brunt, Public Library, Buxton; M. Clarke, Public Libraries, Hornsey; Miss O. E. Clarke, A. A. Oxon, Public Libraries, Islington; L. G. Corner, Public Library, Bournemouth; L. H. Cousins, Public Libraries, Lambeth; B. Crook, Public Libraries, Leyton; Miss R. L. Dumenil, Public Libraries, Islington; W. Easlea, Bishopsgate Institute; W. J. Else, The Museum, Torquay; S. A. Firth, Public Libraries, Birkenhead; S. H. Fisher, Public Libraries, East Ham; H. Fostall, Public Libraries, Bromley, Kent; Miss H. A. Funnell, Public Libraries, Islington; Miss E. Gerard, Public Library, Worthing; A. M. Hamblyn, Public Libraries, Eastbourne; R. W. Higgs, Public Library, Southend-on-Sea; J. Hindle, Public Library, Blackburn; T. W. Huck, Public Library, Darlington; W. E. Hurford, Public Libraries, Newcastle-upon-Tyne; J. V. Jacobs, Public Library, Richmond; Miss D. M. Leeson, Public Library, Kingston-upon-Thames; E. Mayhew, Public Libraries, Hammersmith; A. C. McCombe, Public Libraries, East Ham; W. McGill, Public Libraries, Islington; R. N. A. Miller, Public Libraries, Newcastle-upon-Tyne; Miss C. Mitchell and Miss W. R. Molland, Public Libraries, Islington; A. M. Moslin, Public Libraries, Stepney; W. H. Parker, Public Libraries, Woolwich; P. H. Phillips, Public Library, Chester; E. Pick, Public Libraries, Shoreditch; H. W. Poulter, Public Library, Walthamstow; S. Rigg, Public Library, Carlisle; C. Sexton, Public Libraries, Cardiff; A. Sims, Public Library, Bournemouth; Miss G. O. Skuse, Public Libraries, Islington; G. F. Staley, Public Libraries, Manchester; H. G. Swift, Public Libraries, Wallasey; G. F. Vale, Public Libraries, Stepney; F. S. Waldron, Public Library, Plymouth; R. W. Waugh, Public Library, Newcastle-upon-Tyne; R. Wright, Public Libraries, Croydon; D. S. Young, Public Libraries, East Ham.

## CORRESPONDENCE.

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## METHODS OF POPULARIZING REFERENCE LIBRARIES.

*To the Editor of THE LIBRARY WORLD.*

SIR.—It is with some diffidence that I venture to submit the following remarks on the suggestions put forward by Mr. Sayers in the last number of this journal. Since Mr. Sayers was mainly appreciative of my proposals it may seem an ungenerous and unnecessary course to take, but as he minimises a method which was deliberately adopted, apparently under the spur of hasty consideration, it may be permitted on the part of a mere provincial to reaffirm some arguments which Mr. Sayers has perhaps accidentally overlooked.

To further widen the basis of reference in the way proposed by Mr. Sayers—by inserting in each lending library book a label bearing a “union” list of all the literature germane to the subject of which it treats—is to lose sight of the main object of the scheme, *i.e.*, to *popularize reference libraries*. Reference-rooms are often situated in out-of-the-way parts of the building—upstairs, in the basement, or round the back—where they arrest but small attention and gain little patronage, the majority of persons appearing to ignore, or not to be aware of, their existence. It was to inhibit *this* mischance that the Bournemouth scheme had its origin, and to open to readers fields not too generally cultivated. To attempt to provide adequately a sort of general bibliography to every possible subject and a gigantic series of cross-references is an impossible task.

On consideration this “union” bulletin method seems more likely to obstruct than to aid the initial aim, for the reader will tire of perusing a catalogue of books, copies of which he sees on the shelf before him; and if once the conclusion is formed that the list has more time-wasting qualities than directing value, later encounters with it will engender the same spirit which caused the priest and the Levite to pass by on the other side. Such a possibility must be avoided at all costs; and the inset, to retain the confidence of the reader, must excite his *immediate interests*, guiding them into welcome channels. Novelty is always potent in awakening interest, and if the wealth of a reference library is not yet of his knowledge, curiosity and need will together readily impel the enquirer to seek out that department—to, it is to be hoped, his lasting appreciation.

Further, Mr. Sayers does not seem to have considered the limitations of the label: how, in many cases, will it be possible to find room for the necessary entries (with annotations, as per example) on a small inset label? On the works of the great artists there are in the Bournemouth reference department alone no less than forty distinct works. To add to these the contents of three branch libraries and the central lending department would make a list of no mean order. This example

will show that the extension of the idea in this direction is in many instances impracticable, and, in my opinion, by its elaboration not only misses but *hinders* the very object it was intended to subserve.

Most of the other suggestions in Mr. Sayers' article have previously occurred to me, several being alluded to in the original paper. Being fresh applications of the dominant idea, and not obscuring the original purpose, they do, I think, merit the fullest consideration.

*Bournemouth Public Libraries,  
August, 1907.*

ARTHUR J. HAWKES.

### LITERARY AND DEBATING SOCIETIES.

*To the Editor of THE LIBRARY WORLD.*

SIR,—Some time ago you gave a very kind notice of the proposal to establish a Literary and Debating Society in connection with this library, and expressed a desire to know the result. The first session was concluded on June 25th, and I do not think I can do better than forward the enclosed copy of a letter which I have addressed to several prominent gentlemen in the library world who have interested themselves in the Society, and hope this will meet with your wishes.

I am,

Yours faithfully,

DONALD McDUGAL.

*Passmore Edwards Public Libraries,  
Plaistow, West Ham.*

"DEAR SIR,—Some time ago I wrote to you with reference to the establishment of a Literary and Debating Society in connection with this library, and you were kind enough to write an appreciative reply.

I am sure you will be pleased to hear that the experiment has met with success, all those taking part in it being most enthusiastic. Eighty-four members have been enrolled, and the average attendance was twenty. The attendance never exceeded thirty, but this was quite sufficient for the accommodation at our disposal (my office), and considering the fact that we did not commence until half-way through the season, and also that very little notice of the scheme other than the ordinary typed notice on the library board was given, this is an encouraging result. The meetings have been characterised by enthusiasm and general good feeling, despite the programme (a copy of which I enclose) including papers on theological and political subjects, which, unfortunately, are usually disastrous to calm and orderly proceedings.

The membership is drawn from all classes, as the following list of occupations will show:—Agents, 1. Analysts, 1. Artists, 1. Boiler-makers, 1. Bootmakers, 2. Bricklayers, 1. Builders, 2. Cabinet-makers, 1. Clerks, 20. Colour manufacturers, 1. Commercial travellers, 3. Coopers, 1. Engineers, 6. Foremen, 2. Gatekeepers, 1. Instrument-makers, 2. Labourers, 5. Mariners, 2. Messengers, 1.



Pensioners, 1. Porters, 1. Plumbers, 1. Printers, 1. Publishers, 1. Signalmen, 1. Smiths, 1. Stokers, 1. Storekeepers, 1. Teachers, 8. Warehousemen, 1.

The Libraries Committee are very pleased with the result so far, and have given their permission to a continuation of the scheme, and the Education Committee have granted us the use of a schoolroom in one of the council elementary schools adjacent, until such time as we can afford to utilise the spare ground in the rear of the library for the addition of a students' and lecture room, which is badly needed. This however, will be a long time, as our income is barely sufficient for the upkeep of the four libraries of West Ham.

It is a matter for congratulation that there has been no expense to the library in connection with the society, the fees for the schoolroom being subscribed voluntarily by the members, and we are able to maintain the rule of making no charge for membership.

We have under consideration the question of publishing a monthly journal in connection with the library, which will include the transactions of the society, and also a selection of the papers submitted. This will be very valuable if it is passed, as it will give us an opportunity of advertising the scheme, and putting lists of references into the hands of the members, to assist them in reading up the subjects; thus realising the ideal of the society of giving members a definite object in their reading and disseminating the better classes of literature.

Speaking generally, after our experience, I consider the scheme a most valuable one, and well calculated to extend the ideal of the educational value of the library. After all, one does not read to gratify a selfish pleasure, but for information and to broaden the mind, and it is only by means of some such scheme as ours that the average man can put his reading to a practical test and use.

One most valuable feature is the opportunity for the librarian to get into touch with the readers, and break down that detestable barrier of officialism that exists in the minds of the majority of the readers, who are most timid in approaching the staff, although we hold out every inducement to them to make the utmost use of the staff and library. I believe in encouraging to straining-point free relations between staff and public, because all the systems and schemes in the world are seriously handicapped unless there is perfect freedom from restraint in approaching the assistants, who have a greater power to popularise or mar the work of the library than any system or scheme one can devise.

In our agenda of the meetings we have always included an item inviting the members to make suggestions as to the conduct of the library or society, or to suggest new books, or ask questions of any kind that may occur to them. The value of this item is obvious, and has been taken full advantage of during the past session, enabling us to explain in detail and by illustration, many points in the rules which are more or less intricate or rendered a little ambiguous by the necessary limits of a printed schedule of rules. Valuable suggestions of new books and magazines have also been adopted.

## PASSMORE EDWARDS LIBRARY, PLAISTOW.

## LITERARY AND DEBATING SOCIETY.

*Programme Session 1906-7*

- Dec. 19th. Inaugural meeting. Birrell's essay on Thomas Carlyle, read by Mr. A. M. Stables.
- Jan. 1st. Mr. F. A. Rooke on "Peoples at School."
- " 8th. Mr. T. Phillips on Carlyle's "Cromwell."
- " 15th. Mr. T. P. Woods on Ruskin's "Fors Clavigera."
- " 22nd. Mr. D. D. Webb on Carlyle's "Heroes and Hero-Worship."
- " 29th. Mr. J. Neidermann on "The Bible in the light of Oriental Literature."
- Feb. 5th. Mr. A. M. Stables on Carlyle's "Sartor Resartus."
- " 12th. Mr. F. A. Rooke on the "Evolution of the Earth."
- " 19th. Mr. T. Phillips on "Emigration."
- " 26th. Mr. W. Farley on Carlyle's "Chartism."
- March 5th. Mr. F. W. Wheldon on Browning's "Men and Women."
- " 12th. Mr. B. H. Maynard on Carlyle's "Past and Present."
- " 19th. Mr. A. Wilkens on "Humorous Literature."
- " 26th. Mr. J. McV. Monk on Carlyle's "French Revolution."
- April 9th. Mr. H. A. Donald on "Bible Allegories."
- " 16th. Mr. T. P. Woods on Carlyle's "Latter-day Pamphlets."
- " 23rd. Mr. A. M. Stables on "Matthew Arnold's Poetry."
- " 30th. Mr. D. D. Webb concluding essay on Thomas Carlyle.
- May 7th. Mr. G. Wallace on "Esperanto."
- " 14th. Debate on Fiscal Question.
- " 28th. Conclusion of debate on Fiscal Question.
- June 4th. Mr. W. Farley on Charles Kingsley.
- " 11th. Mr. H. A. Donald on "Bible Allegories."
- " 18th. Mr. J. Neidermann on "The Evolution of Language."
- " 25th. The Librarian on R. L. Stevenson.



## REVIEWS.

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## MUSIC.

English Songs of the Georgian period. A collection of 200 songs, edited and arranged with pianoforte accompaniments by Alfred Moffat, supplemented with historical notes by Frank Kidson. London: Bayley & Ferguson, [1907]. Pp. viii.+342. Price 3s. in paper, 4s. 6d. in cloth.

The Minstrelsy of the Scottish Highlands. A collection of Highland melodies, with Gaelic and English words. Selected, edited and arranged by Alfred Moffat. London: Bayley & Ferguson, [1907]. Pp. iv.+136. Price 3s.

Eighty Singing Games, old, new and adapted. Edited by Frank Kidson, and arranged with pianoforte accompaniments by Alfred Moffat. London: Bayley & Ferguson, [1907]. Pp. iv.+90. Price 2s. 6d. in paper, 4s. in cloth.

These three important collections of folk-music are indispensable to every library which possesses a music section. The first is a continuation of the English Minstrelsy collection of the same editors, and its contents are drawn from the works of composers of a later date. A similar volume is required dealing with the best works of the early Victorian composers whose songs are non-copyright. The collection

of Gaelic songs is exceedingly interesting, and the book of Singing Games forms an admirable supplement to the Album of Nursery songs recently published by the same editors.

#### LOCAL GUIDES.

**The City of St. Albans: its abbey and its surroundings**, by Charles H. Ashdown. 2nd edition, 1907. *Ill.* by D. Moul. Price 1s. net. *Homeland Handbook*, No. 21.

**Bury St. Edmunds, Suffolk, with its surroundings**...by W. A. Dutt, 1907. *Ill.* Price 6d. net. *Homeland Handbook*, No. 56.

**Torquay and its surroundings**...by Percival H. W. Almy, 1907. *Ill.* Price 1s. net. *Homeland Handbook*, No. 57.

These issues of the *Homeland Handbooks* comprise two new additions to the series and one new and revised edition. All are marked by the good and interesting features of their predecessors—careful description, pleasant style, and abundant illustrations.

#### REPRINTS.

**The True travels and adventures of Captain John Smith into Europe, Asia, Africa and America, from Anno Dom. 1593 to 1629.** Edited with an introduction by Alex. J. Philip. London: Routledge & Sons, [1907]. Pp. xxxii. -+160. Price 1s. net.

**Endeavours after the Christian life.** Discourses by James Martineau, with an introduction by J. E. Carpenter. London: Routledge & Sons, [1907]. Pp. xxvi. -+270. Price 1s. net.

**Jane Eyre**, an autobiography by Charlotte Brontë. London: Routledge & Sons, [1907]. Pp. viii. -+456. Price 1s. net.

**The Poetry of Architecture**...by John Ruskin. London: Routledge & Sons, [1907]. Pp. xii. -+276. *Ill.* Price 1s. net.

**Sesame and lilies**...by John Ruskin. London: Routledge & Sons, [1907]. Pp. iv. -+116. Price 1s. net.

The whole of the above works are recent additions to the *New Universal Library*, and in general style and get-up, are a credit to the publishers. Smith's "True travels," edited by Mr. Philip, librarian of Gravesend, is the most novel of the five, and is well edited and carefully introduced. Ruskin's "Poetry of architecture" is another reprint well worth doing, and with its coloured and other plates and engravings in the text, is altogether a marvellous shilling's-worth.

Another interesting and timely reprint by Messrs. Routledge is a collection of tales by Professor W. E. Aytoun, entitled "The Glenmurchkin Railway and other humorous Scots stories." Pp. 212. Price 1s. in cloth. This includes four of Aytoun's celebrated short stories which he contributed to *Blackwood's Magazine*, and it is useful to have such excellent tales in this handy form. The marvel is that the whole of Aytoun's short stories have never been printed in collected form before.

**Champneys** (Annan L.). *Public Libraries*. London: B. T. Batsford, 1907. Price 12s. 6d. net.

The first book dealing comprehensively with the subject of library architecture from the points of view of both the architect and the librarian, many modern library buildings emphasize the necessity for

its existence. Several comparatively new libraries, especially in the provinces, furnish examples of how libraries should not be built. The author insists on the now generally accepted axiom that no library should be built without the expert assistance of a trained librarian. The architect, while not on the one hand allowing the opinions of the librarian to override architectural necessities, should consult the latter with regard to administrative details which require provision to be made in the construction of the building. We quote the following passage from an early chapter. "Let the librarian draft plans in order to develop his own ideas and afford suggestions to the architect, just as the latter may suggest modifications of the administrative system to meet the limitations of structural necessity."

The author writes for those who have to prepare or assess designs for library buildings, but he urges on library architects the study of modern library administrative methods, the neglect of which has in the past produced these unsuitable structures, architecturally beautiful perhaps, which adorn so many of the smaller towns of England. He has not attempted to propound many hard and fast canons, for as he remarks in the preface, library administration itself not having yet attained to a settled stereotyped form, the interior design, conforming to the uses to which the building is to be put, cannot be made the subject of absolute rule.

Plans of different types of libraries are reproduced on a uniform scale, and changes of constructional detail to suit divergences from the more usual forms of administration are elaborately developed. We do not think any library architect or librarian should be without this book.



## LIBRARY ECONOMICS.

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**7. Book Labelling.** The subject of book-labelling may appear uninteresting and too elementary even for the novice, but enthusiasm, plus application, even in minor details, means real success to every assistant. "A little thing is a little thing, but faithfulness in a little thing is a great thing."

In the following note is described a system of labelling which is used in some libraries working with the charging system which keeps the book-cards in the books themselves. Doubtless the whole scheme has much in common with others in every-day use, but there are a few details which are somewhat of a new departure.

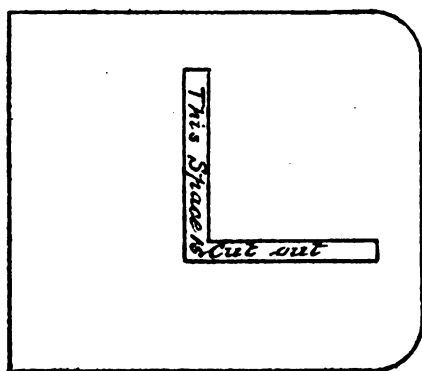
Before commencing on the work the various articles necessary should be collected; these should comprise a supply of paste, a large and small brush, a pasting-block, a templet or paste-stencil, a clean

duster and a supply of labels. There are several preserved pastes on the market, and the majority prove rather more satisfactory than home-made paste, lasting longer without becoming sour and giving less trouble to prepare for use. Those who prefer to manufacture their own paste will find the following recipe satisfactory:— $\frac{1}{4}$  lb. of flour,  $\frac{1}{4}$  oz. of powdered alum well mixed with sufficient water to form a thin paste; care must be taken to break up any lumps. Add a pint of cold water, and heat gently in an enamelled saucepan. As the paste becomes warm it should be stirred from time to time, and when it begins to boil it should be continually stirred for about five minutes. It should then form a thick paste which can be thinned with warm water. Of course any quantity can be made if the proportions are *pro rata*. Some librarians add colouring matter to the paste before using it, claiming that, when the book is pasted on to the label, as in the case of the pocket, the line of paste can be seen more easily and the labels more quickly affixed, but the advantages of this system do not seem to justify the extra cost and trouble.

The rough list of prices appended will serve to give an idea of the cost of the various articles needed for labelling books.

|                              |     | £                  | s. | d. |
|------------------------------|-----|--------------------|----|----|
| Paste, per 5 lb. tin ...     | ... | ...                | 2  | 0  |
| Oak pasting-block ...        | ... | ...                |    | 9  |
| Templet ...                  | ... | ...                |    | 9  |
| Book-card pockets, per 1,000 | ... | ...                | 1  | 1  |
| Board-labels „ 10,000        | ... | 1                  | 2  | 8  |
| Date-labels „ 20,000         | ... | 2                  | 1  | 4  |
|                              |     | <hr/> £3 8 5 <hr/> |    |    |

Labelling is usually the first process, after the accessioning and classification, through which books have to pass before they are put into circulation, as they are generally finished off, as regards mechanical processes, before they are catalogued. In some libraries where the card-charging system is adopted, lending library books need three labels, viz., (1) book-card pocket, (2) rules label on board, and (3) date-label. The position of the pocket is best determined by a templet or paste-stencil formed of a square or rectangular piece of zinc, with a portion cut out corresponding exactly to the part of the pocket which has to be pasted. Experience has shown that the best position for the pockets is at the top right-hand corner of the front board, and the templet is therefore placed on the book in such a position that the upper edge of the templet lies along the upper edge of the end-paper, and the right-hand edge coincides with the inner edge of the front board. A small brush charged with paste is then pressed down the portion cut out, the templet is removed, and the pocket or corner piece is placed with its two straight edges on the lines of paste. An illustration of this will be found on page 338 of Brown's *Manual of Library Economy*, 1907.



PLAN OF ZINC TEMPLET  
 — *Half Full Size* —

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The rules-label should be placed just below the corner pocket with the aid of the pasting-block, which is a square piece of oak cut to the size of the labels, which are placed upon this block face downwards and pasted. Only enough paste should be taken on the brush to make it slide well, and care should be taken that the whole surface, and especially the corners, are covered, and all lumps which may appear removed. In some cases rules-labels are omitted, and then the pocket is pasted nearer to the bottom of the front board and the templet is not used.

Date labels should be placed one by one on the fly-leaves of the various books, and the duster should be firmly pressed down the inner edges to secure them. It is necessary to paste only the inner edge of this label with a line of paste not more than  $\frac{1}{8}$ " wide, as this facilitates the removal of the label when it is filled with dates. A batch of these labels may be pasted at the same time, as, owing to a line of paste only being needed, it is possible to fan them out and with one sweep of the brush to paste a dozen or more.

The quickest method of labelling is to set two assistants to label a batch of books, one to paste the labels and the other to affix them. By this method over one hundred books, each needing three labels, can be labelled easily in an hour, whereas, if the two assistants work separately, they can only label about thirty each, or sixty between them, in the same time.

OLIVE E. CLARKE, *Islington.*

**8. Show-Cases for Books (1).** It is of importance to borrowers from our libraries that the most recent purchases of books should be brought to their notice. This is accomplished by the publication of bulletins and reading lists, and also lists of "recent additions" in the local press. It is also accomplished by means of the MS. catalogue, whether in form of cards or otherwise. Another, and quicker method—inasmuch as there is no waiting for the printer, etc.,—is by means of the show-case. This is found to be of use chiefly in those libraries where borrowers are not admitted to the shelves.

These show-cases are made in different sizes, according to the requirements of the libraries, and are generally fixed on the counter. In some instances the cases are open in front, so that the borrowers may examine the books, but it is more usual to have glazed fronts. Though the chief object of the show-case is to exhibit the more recent additions, it is very desirable to reserve certain shelves for books on topics of the day. With reference to the latter point, it has been found to be of great service to the readers, though it is essential that the books should be frequently changed for works on other topics, as the public interest in a particular topic, as a rule, very quickly dies.

The shelves not reserved for books on special subjects should be divided amongst the different classes of literature, so as to give a classification of the main classes.

It is necessary that some means should be adopted that will enable the assistant to know that certain books are temporarily absent from their proper places on the shelves, and will be found, when not in hands of readers, located in the show-case. To overcome this difficulty, each shelf in the case should have a progressive number, and this number should be written lightly in pencil on the fly-leaf of each of the books located in the case. Those libraries that use indicators should also mark the indicator number with the show-case number. This is simply done by cutting up pieces of card—old indexing cards for instance—large enough to fit on top of the indicator book, as a borrower's ticket, with the number of the show-case shelf written boldly on it. There is thus no difficulty in finding any book that might be asked for by the catalogue number, as the card in the indicator will at once direct to the show-case.

When an assistant takes in a book belonging, for the time being, to the case, he should either put the book away in the case at once, or put it in some special place, until there is time for it to be replaced in the show-case, otherwise there will be confusion. Those libraries that do not use indicators should mark the temporary absence of books from the shelves by means of book dummies, or by paper slips of a distinctive colour, on which is marked the number of the show-case shelf.

In some open access libraries, certain shelves, known as "exhibition shelves," are reserved for the purpose of exhibiting new books, only in this instance the books are shown for a certain time, perhaps for one week, before they are put into circulation. Borrowers who are regular attendants at these libraries have the advantage of seeing all the

books that are being added. When the time specified for their exhibition has elapsed, the books are then taken from the "exhibition shelves" and located in their proper order in the main classification.

GEORGE E. DENNE, *Richmond*.

**9. Book Selection : Local Collections.** What constitutes a "Local Collection"? It is difficult to draw an accurate definition of what actually constitutes a Local Collection and what does not—different localities must determine their own necessities. Nevertheless it will be agreed that with regard to books those :

1. Written by a Local Author. That is, one born within a certain area, or residing there for some time, and rendering some tangible service either to the intellectual, spiritual, or social amelioration of the people.
2. On a Local Subject.
3. Printed Locally, and perhaps in a few exceptional cases.
4. Books bound by Local binders who have attained eminence, as Roger Payne,

are all substantially local books within the meaning of the term, and therefore justify inclusion in such special collections. These divisions are, as will be readily observed, capable of considerable sub-division. There are many questions, intricate and difficult, as to the qualification necessary to justify a place on the shelves of a local collection ; and although interesting, one cannot pretend here to enter into their further decision. One may add, however, that it is wise to afford considerable latitude in this direction, preferring to err on the side of great liberality, rather than exclusiveness. What is obtainable now, may not be in later years, and this fact is ever to be kept in mind. The extent, scope, and nature of a Local Collection depends to some extent upon the importance of the place where the collection is located, and to the area of the district covered by its operation, and, further, upon the view taken by the authorities. In addition to securing a copy of every book—either written locally, or on a local subject, or printed locally—a copy of every edition of local county histories, and other similar tomes of great importance should, wherever practicable, be secured. All printed matter of an ephemeral character—even be it in the shape of an auctioneer's catalogue, or the latest parish magazine—may in the true nature of things be worth inclusion. There is hardly anything so trivial in the way of a book, newspaper cutting, local print, or photograph, but may become of value, often of great practical value, to the public of the present—and above all to the public of the future who are to be kept in mind. Even a superficial acquaintance with guide-books, hand-books, and other topographical works dealing with particular places or districts serve to remind us that these books contain information which cannot be obtained from any other source, and consequently the local collection is their true destination. Directories also, or local annuals may not be passed over, for these may be of service in a variety of ways, and often as throwing important sidelights upon current events. Local newspapers, generally speaking, are excellent



and adequate repositories, and where a representative selection is kept an important field for research is available for the operation for the future historian. It is always advisable to file, and ultimately bind, local newspapers. Of course where they are numerous, a selection may be obligatory, but completeness should be obtained wherever possible. It might be well to systematically collect all press cuttings bearing upon the district as such kept in large guard books, and adequately indexed, such a collection will be found of great interest and value. In addition to these it is necessary, *inter alia*, that the local collection should embrace the filing of the Minutes of the Chief Local Authorities, and all Official Publications, whether of the Corporation or other bodies, should be preserved. Old Acts of Parliament, Reports of Parliamentary Inquiries, Town Improvement Acts, and similar documents are frequently in demand, and rarely to be found outside the confines of the Public Library.

The collection of Pamphlets and Tracts is also necessary, as are also the Reprints of Papers which appear in the Transactions of any Learned Societies, when they become Local, treating such as separate publications. It is not necessary to outline a course of treatment for such material, excepting to say that as many of the publications are in pamphlet form, too small or involving too great a cost to bind separately, they should be, and as they are in most libraries, kept in boxes according to size and subject, until there are sufficient to form volumes. Each volume is to be marked with its "Dewey" or Subject Classification number and letter and arranged in each box in classification order.

Besides containing Biographies of the more important Local Celebrities, a Local Collection should include, if it is to be at all representative, biographies of less-known persons—"Nobodies" as one authority has termed them—and as such are not touched by the Dictionary of National Biography and similar publications. A valuable adjunct will be found in the biographical and obituary notices which appear in the daily and weekly papers, as in many cases these are the only accounts which are available to the historian, the student or the journalist. It is to be regretted that the local newspapers do not see their way to index the strictly local portion of the contents after the manner of the Times Index, as such would be simply invaluable. I throw out the suggestion that the librarian might consider this as being a portion of his work of forming a Local Collection. Collections of Play Bills, giving the history of the local Stage, are also of importance, while Bills or Catalogues of Sales, whether Estate, Books, or Pictures, may sometimes prove of practical value, and the space they occupy is of little consequence. No Local Collection would be complete, or rather representative—for there is no such thing as finality in matters "Librarians"—without perfect sets of Reports and Statements issued by Local Educational, Philanthropic, Political, and other societies, and particular attention might be given to these. Elections call into existence much valuable material for history, and it is a remarkable fact that almost immediately the elections are over the literature

associated with them disappears and it is difficult to recover. Always secure these as published, for they are :

“Like the snowfall in the river,

A moment white then [gone] for ever.”

The localized portion of Magazines issued by many Churches and other places of worship contain all essential details of local Church work, and should be filed and preserved.

The value of Bibliographies in aiding the selection of books for any section of literature cannot be overstated. Perhaps in no section is the value and assistance so pronounced as in the selection of literature for Local Collection. Not a few librarians bear personal testimony to this fact. To cite one—Mr. W. H. K. Wright, of Plymouth—whose Local Collection has a fame beyond the borders of Devonshire, acknowledges his indebtedness to works like “*Bibliotheca Devoniensis*,” compiled by Dawson in 1888, a catalogue of books relating to the county of Devon. If nothing else it serves to show the absolute necessity of select bibliographies of local literature. Would it not be well to encourage the compilation of bibliographies in our respective districts? The contents of the Public Local Collection will often form a valuable nucleus for preparing a bibliography.

Remembering the maxim of the British Museum, “accepting everything, disdaining nothing,” donations of local literature, even of the most trivial nature, should be invited. All information concerning the formation of a local collection (by anyone) should be ascertained and filed for reference, and their owners discreetly and tactfully approached with a view to their acquired, if not at once, at least ultimately, for the Public Library. Not that the collection should be given as a donation—though that is desirable—but at any rate that the local authority should be given the option of securing it at a fair price.

As the literature of current affairs is more or less plentiful everywhere it should be secured while easy of acquisition. Much valuable assistance can be obtained by requesting local booksellers—and indeed booksellers in general—to report anything they may acquire having local interest. Indeed it might be advisable to insert a small advertisement in Booksellers’ Catalogues for this matter. The “Local Interest” would, of course, have to be defined for them.

Librarians might advantageously induce committees to apportion a small sum from the income produced from the library rate for the exclusive purchase of these local items, and to give the chief librarian a fairly free hand. Library authorities should keep before them the names of everybody in the district in which the library is situated who he may have reason to believe takes an interest in local lore. Public officials and well-known book-collectors should not be overlooked. The secretaries of all publishing associations and institutions should be written to, asking them to contribute all their publications regularly. These are only a few of the directions in which much might be done to consolidate local collections.

The question of the custody of local records—parish registers, and the like—around which there has centred a deal of discussion of late

may be passed over by simply referring to the *Library Association Record* for 1900, where will be found much interesting and valuable information on the subject, but I shall claim that the Public Library is the most accessible place.

If a library is of any real value it is worthy of a catalogue, be it classified or dictionary in style; printed, card or sheaf in form. It will be patent to all that the best way of making the existence of such special libraries known is by having them duly and specifically catalogued, and their noteworthy peculiarities and eccentricities set forth in detail.

"Absento auxilio perquirimus undique frustra,  
Sed nobis ingens indicis auxilium est."

As to the "best" form adapted to Local Collections I do not propose to venture an opinion. Each style has certain merits; and the question to a large extent is governed by circumstances—financial and other. The catalogue of the Local Collection should certainly, within limits, follow the lines of the general catalogue of the library, but one has to bear in mind that the catalogue of the Local Collection must be framed to answer in addition to the questions: "What does the library contain by a (local) author; and on a given (local) subject; "What does the Local Collection contain of books printed in the locality?" Indeed even books bound in the locality, in the case of well-known binders as Roger Payne and others, may be included. Let it be remembered that a local author does not necessarily always choose for his subject a local topic or theme; nor does he necessarily have the book printed or published locally. On the other hand, a book written on a purely local subject or topic is not necessarily from the hand of a local author, nor again, printed in the locality. While further, a book printed locally does not necessarily have a local author; nor has it been written on a subject of local importance and interest. Hence it would seem that to effectually answer the questions suggesting themselves we should have three distinct catalogues—units of a complete whole.

1. A catalogue of all works written, edited, or translated by local authors; and anonymous local literature.
2. A catalogue of all works contained in the collection arranged under subject—*i.e.* a subject catalogue.
3. A catalogue of bibliography of all books printed in the district, arranged of course chronologically.

It is scarcely necessary to remark that in addition to the usual form of entry, the place, date, and names of printers and publishers, should be given in every case where locally printed. I do not contemplate entering into the controversial question of local authorship. The subject has already been ably handled by Mr. R. T. Richardson in the *Library Association Record* for 1905, and others. Mention need only be made that the question as to the extent and qualification for local authorship depends very materially upon the view taken by the local authority—the librarian. The extent and scope of the collection is similarly governed. For example, in the Newcastle libraries the collection is limited to the counties of Northumberland and Durham,

while in York it is confined to the county. Many may consider these fields too wide to cover by the respective libraries. Where local authors have attained a degree of universal fame and are perhaps better known beyond, rather than within the local precincts—it is unwise to relegate the entry to the local catalogue only. Obviously the difficulty can easily be cleared by duplicate entry—even then it is unnecessary where the library has a duplicate copy of the work—that is by repeating the entry appearing in the “Local” in the “General” catalogue. Some little distinction of course will be necessary to facilitate the finding of the book. The initial letter of the name of the locality in which the library is situated might advantageously be used. In York, for instance, the entry in the general catalogue would be, and is, preceded by the letter “Y,” in addition to the classification number which denotes that the book is arranged or classified among the local books, distinct from the general literature. The duplicate entry like everything else can be easily overdone. One should make certain that the books absolutely merit an additional entry beforehand. Two place slips should be made under the place of the imprint, and these should also contain the names of the printers and publishers. In the Newcastle collection the name of the place would be immediately followed by (N.) or (D.)—*i.e.* Northumberland and Durham. The slips when all written out would be sorted :

1. Under the letter N. or D. with the places in alphabetical order.
  2. Under each place in chronological order.
  3. Under the printer or publisher arranged alphabetically.
- This done we have :
1. An alphabetical list of the presses in each county.
  2. A chronological list of books printed in each place.
  3. An index of printers to places.

Manifestly the taste recently displayed for annotating library catalogue entries would find much enjoyment in the scope afforded in cataloguing local literature. The catalogue of the Local Collection is the catalogue—*par excellence*—for practising fulness of detail and annotation. Personally I would cordially welcome the proposal of Mr. John Minto, M.A., made before the Library Association in 1900 : “That a committee of the Association should be appointed to draw up a code of rules for the cataloguing for Local Collections so as to secure uniformity of treatment.”

The classification of Local Collections—*i.e.* the arrangement of the entries in the catalogue—should be identical with that of the general catalogue in use in the library, but more informative. The adoption of two distinct systems only embarrasses the reader, and detracts from the utility and efficiency of the library as a whole. “In uniformity,” says Burke, “there is not only efficiency but economy,” and nowhere do we find a more striking example of this than in a library where the Local Collection—both as regards arrangement of books and the classification—are identical with those of the general library. Where a systematic classification is in force the books are

necessarily arranged on the shelves in classified order—*i.e.* according to topic. Hence, books on related topics are brought into proximity, and more or less made operative. It will be granted that, to quote Mr. S. Jast, “by reason of their classification they (the books) possess a certain definite value which they lose in part, if not in entirety, as isolated units.” Again it is equally advantageous to the library assistants if one system prevails throughout the library. Facility in finding any particular class of books or individual books is the secret of all success of systematic classification and arrangement !

Next to the necessity of a good catalogue, and a systematic shelf arrangement of books, is the desirability of the librarian having some special knowledge of the work under his charge, which has been to a great extent collected and arranged by him. The librarian should endeavour to identify himself deeply with his work, so as to become in the course of time an authority upon matters relating to his locality ; and especially if he can attract all those interested in his “Local Collection” to frequent and informal conferences on the subject, he will gradually acquire that knowledge which, like Sam Weller’s, “is both extensive and peculiar”—a phrase which well crystallises the extent, scope and characteristics of a Local Collection.

Having gathered the collection together and systematically arranged, classified and catalogued its contents, it now only remains to render the collection of service to the community. To this end, every facility should be granted to those desirous of consulting its contents. Unrestricted access, wherever practicable, to the shelves should be given ; bibliographical exhibitions held from time to time, and all unnecessary restrictions, which at any time only embarrass the diffident reader, should be abolished, as it is only by such means that a library will best contribute to the educational development of the district in which it is situated.

The following bibliography does not claim to be exhaustive or even representative. The limited number of volumes accessible in preparing this note prevents it from being so.

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- Ballinger. Photographic Survey of Counties. L. Vol. 3, p. 436.
- Brown. Manual of Library Economy, 1907. P. 153.
- Doubleday. Local Records and Public Libraries. L.A.R. Vol. 2, p. 131.
- Duckworth. Local and County Photographic surveys. L.A.R. Vol. 7, p. 19.
- Gould. Local Records. L.W. Vol. 2, pp. 231-257 ; 313.
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- Discussion thereon. Ibid, pp. 26-9.
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JAMES ROSS, *York.*

## 10. Information Boards for Public Libraries.

Advertising is the prime factor of modern commercial life, and

judicious advertising is undoubtedly conducive to good results. The Public Library is a dual organisation: it is primarily a literary and scientific institution, but in administration it should be considered as a business, and if we intend it to yield its greatest good we must adopt business methods. One way of assisting in making the library and its activities better known consists in the more general use of Information Boards. Their purpose is to set forth the chief characteristics and departments of the library.

Certainly Public Libraries are described in many ways, but none of them thoroughly reach the uninitiated classes. Let us imagine a typical new-comer to the library, and the reason for the information boards will be easily apparent. He views the exterior of the building, reads the superscription, and enters. In the entrance hall he is confronted with a sombrely printed table of Rules and Regulations which he considers he should read, but human nature being so weak, and the wording so tedious, he fails. Passing into the reading room he is silenced with "*Conversation Not Permitted*," etc. In the reading room he wanders, expecting to find something to his liking, and perhaps he does, but often doesn't. He leaves later an older but little wiser man, so far as his knowledge of the library is concerned.

To remedy this weakness in administration, information boards should be provided. They should occupy, without usurping, the place of the Rules and Regulations, or might, with advantage, be placed outside the building, where even passers-by might read and profit by them.

Only necessary information should be given, and it should be stated simply and concisely. As the greater includes the lesser the following draft is given for a large library with branches. If there are no branches that portion can be easily deleted.

## BOROUGH OF A.B.C. PUBLIC LIBRARIES.

### CENTRAL LIBRARY.

The CENTRAL LIBRARY comprises a Reference Department, Lending Department, General Reading Room, Juvenile Room and Lecture Hall.

The REFERENCE DEPARTMENT contains about 10,000 volumes, of which 1,000 volumes of "quick" Reference works, such as Encyclopædias, Dictionaries, Gazetteers, etc., are placed on open shelves, and may be consulted without formality or restriction. A special collection of local literature (books, prints, maps, plans, etc.) is preserved. *Open daily, from 9 a.m. till 10 p.m.*

The LENDING DEPARTMENT contains over 30,000 volumes, including a selection of musical pieces, etc., and is *open daily from 10.30 a.m. till 8.30 p.m.*

The GENERAL READING ROOM contains fifty daily and weekly newspapers, and about 150 representative periodicals. A complete list of those taken will be found at the entrance of the General Reading Room. *Open daily from 9 till 10 p.m.*

The JUVENILE DEPARTMENT is intended for children under 14 years of age, and contains a carefully selected stock of books and periodicals suitable for the young. It is *open daily from 5 till 9 p.m. (on Saturdays, 12 noon till 9 p.m.)*

A series of LECTURES is organised each winter (*October to March, inclusive*). A list of these will be found on the Notice Board in Vestibule, and syllabuses may be had on application.

### BRANCH LIBRARIES.

The Branch Libraries are situated in the NORTHERN DISTRICT, at 46, Queen Street; in the SOUTHERN DISTRICT, at 64, King Street; in the EASTERN DISTRICT, at 123, Marlborough Road; in the WESTERN DISTRICT, at 3, Nelson Street.

Each Branch is equipped with a LENDING DEPARTMENT (*open 10.30 a.m. till 8.30 p.m.*) and contains over 6,000 volumes; a GENERAL READING ROOM (*open 9 a.m. till 10 p.m.*) in which a collection of twenty-five selected newspapers and about forty periodicals is provided, and, on open shelves, a collection of 400 useful works of reference; and a JUVENILE DEPARTMENT for boys and girls (*open 5 till 9 p.m. Saturdays 12 noon till 9 p.m.*).

The stock of all the libraries has been carefully selected to suit the requirements of each district, special attention being given to trade and industry.

#### MEMS. FOR VISITORS AND BORROWERS.

The STAFF is always prepared to assist visitors (especially those new to the library) and borrowers, and they are requested to make all their wants known, and such will have the careful consideration of the librarian. Suggestions also will be welcomed.

All PERSONS RESIDENT or EMPLOYED in the locality are entitled to borrow books from the Lending Department. Full particulars and forms may be had on application.

A BORROWER'S TICKET enables a reader to borrow books from any Branch, or from the Central Library, but only from *one* at a time. If a borrower at a branch wishes a book which is at the Central Library, or *vice versa*, brought to him, such may be procured within one day, if the book is not in use at the time of request.

These information boards are provided in some libraries, but seldom with so much detail relating to the different departments. A good method of displaying them is to provide a plain oak panel of suitable size, neatly framed with a darker oak moulding, and on this panel set out the information in neat black roman type. Gilt lettering is inadvisable on account of its illegibility in certain lights, but if used at all it should be placed on a dark mahogany, teak, or ebony ground. The headings should be boldly picked out in large capitals, and hours may be indicated in italics. Of course the wording given above can be easily cut down to a much shorter form, without impairing the efficiency of the information board, or deleting anything vital. It is simply a matter of arrangement. The "Union" notice board above suggested can also be used only at the central library, the branches having only a board with the necessary local information.

The public at present do not make the use of the libraries they might, for two reasons: apathy and indifference on the one hand and ignorance on the other. If this is to be rectified the advances must come from within. Such information boards as above suggested would assist to some extent. They would stimulate interest in the library, show enough of the working of the library to excite curiosity and satisfy ordinary needs, and would, no doubt, promote a larger and more appreciative use of the library.

In addition to this, departmental boards might be of much service, and others (differently worded, of course) might be placed in Art Galleries, Museums, Technical Colleges, Schools of Art, Schools of Music, Public Parks and Squares, and such like, with good results.

JOHN BARR, *Glasgow.*

**11. Ladies' Rooms.** Why is it that a ladies' room is so seldom to be found in a municipal library, and why, when the *rara avis* is visible, is it so little used by the ladies? It is argued by many librarians that ladies do not care for places set apart for their exclusive use, but prefer the society of men, and as they exercise a certain

amount of influence for quietness and respect in an ordinary newsroom, there is excellent reason for the non-existence of rooms for their sole benefit. But ladies do not neglect the room set aside for them simply because they prefer to be where the gentlemen are ; it is from rather a different motive. The general newsroom is far more adequately equipped with current literature than the ordinary ladies' room, and for a woman who enters a library for the purpose of reading this is the main thing ; but if a properly equipped ladies' room were to be established on an equal footing with the general newsroom, I do not think there would be found any reason to complain of the lack of attendance. That ladies' rooms are an absolute necessity for Public Libraries cannot be claimed in view of the number of places which manage without them, and the fact that women can enter any room in a Public Library and know that they will be treated with respect by the men readers. On this point it is worth while to note the fact that the influence of a woman attendant in the general newsroom is often found to reduce to a minimum any disturbance, and it is rare that she has to speak twice to any of the visitors, and disrespect, even in the worst of neighbourhoods, is almost an unknown quantity. This by the way.

It is desirable to set aside a room where women of all classes can have access to magazines and papers which are of particular or peculiar interest to them, and where they can peruse literature to better fit them to take their place in the business of the world. The majority of the periodicals in the news and magazine rooms are understood and appreciated by women, and therefore, seeing that they can profit by the use of these productions, why not allow them to be enjoyed under the most comfortable and attractive conditions? In the branch libraries of Glasgow separate rooms are provided for both girls and women, but the printed rules of the libraries give little indication of the distinction between these two classes, beyond the age limit of fourteen, which appears to be the upward limit for the juvenile departments.

It is a common sight to see men reading ladies' papers in a general newsroom, the ladies often being kept waiting for some little time as they do not care to ask the attendant to get them, and to ask the readers would possibly be out of the question for many reasons. This is one of the reasons why literature for women should be placed where it can be easily obtained if desired.

Again, the majority of women who borrow from the Public Libraries are workers, too poor to belong to any club where modern literature in the shape of magazines and newspapers can be provided, and to such women, and also to those who, through nervousness or a certain amount of fastidiousness, decline to enter the ordinary newsrooms, a special reading room would be a boon and a blessing.

The various religious institutions do not supply this need, possibly through lack of funds as well as desire, and when we have children's reading rooms with special rooms or tables for girls, I do not see why, when the girls attain the age of sixteen or thereabouts all interest in their intellectual welfare should cease. Surely it is the age when



a little intellectual help and encouragement is of the greatest necessity. The London County Council is recognising this, and so ought the municipal libraries, if they are to take any important part in the education of the feminine population of the nation, and especially in the higher education of women.

There should be a fair supply of periodicals, and the following would form a good nucleus :—

Art Worker's Quarterly, Black and White, Cassell's Magazine, Chambers's Journal, Country Life, Daily Mail, Daily News, Daily Telegraph, Fortnightly Review, Girl's Own Paper, Girl's Realm, Illustrated London News, Lady, Lady's Pictorial, Literary World, Monde Moderne, Monthly Review, Needle, Pitman's Phonetic Journal, Punch, Queen, Rapid Review, Review of Reviews, Saturday Review, Schoolmistress, T.P.'s Weekly, Tribune, Truth, Uber Land und Meer, Woman at Home, Womanhood, Young Woman, Weldon's Journal of Costumes.

The newspapers would differ, of course, according to the town or district to be supplied.

An ideal room would be about thirty feet by forty, with as many chairs and tables as it could with convenience hold. By the tables I do not mean the ordinary long table usually to be seen in municipal libraries, but small oblong ones about four feet by two. The chairs would be of two varieties, the ordinary small armchair style comfortable for reading, and a higher sort more convenient when writing. The newspapers would be best in a newspaper rack, from which they could be taken and read sitting down. This is infinitely better than having to stand up to read them, and much to be preferred, especially if the reader has had a hard day's work. For the magazines a large table should be provided, with a woman assistant in charge, who could hand them out when required, and see that the ten minutes' rule is observed.

Have the room as comfortable and attractive as possible, bearing in mind that it is for those who have a keen and appreciative eye for neatness and attractiveness.

A nice coloured linoleum would be best for the floor, green for preference, and on the walls a few nice prints to relieve the bareness. There need be no luxury or display, but just the ordinary needs of women readers supplied, *and supplied properly*.

At some of the tables writing should be allowed and ink provided, but the other materials would be best provided by the writers; paper provided by the library would probably entail extravagance.

Having, therefore, set out the room, and adequately equipped it, make it well known. Let the women's clubs, church societies, all the educational agencies and associations know of it; advertise it in the local papers; and last, but one of the most important items, place in charge a well-informed and courteous woman assistant. This being done, I venture to predict that such a room would do some of the best work in the library, particularly among young girls who do not care to attend the London County Council evening classes in the winter, and cannot in the summer, and whose only other alternative is, probably, an aimless wandering about the streets. MIZPAH GILBERT, *Fulham*.

## LIBRARY LECTURE COURSES.

By WALTER S. C. RAE, *Public Libraries, Fulham.*

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OF all the efforts which have been made within recent years to popularize Public Libraries or to improve the reading standard of the public, none has been so popular, or so generally adopted as the plan of organizing courses of lectures. This in spite of the fact that lectures are becoming less and less necessary as a means of spreading knowledge and ideas. It may be that lectures with experiments, lectures to arouse interest, to amuse, to produce an emotional or æsthetic effect may still have some value, but lectures to call forth intellectual effort and to spread ideas are practically superseded by books. If this be granted it follows that the lecture courses generally given under the auspices of library authorities have this result—they do not stimulate the intellect nor do they create any desire to use books as a means of improving the intellectual standard of the individual. The cause of this is to be found in the miscellaneous character of the lectures. It is no unusual thing to find that a course of library lectures includes such diverse subjects as “The Ice Age,” “Six months in the Tropics,” “Beetles,” “Hygiene,” “The Moon,” “Shakespeare,” &c. The effect of such courses upon anyone who may attend them all is similar to that produced upon the mind of the person who reads the “tit-bits” pages in one of the popular magazines. Custom has much to do with this state of affairs, and lectures like those above outlined have long been recognized as suitable for a library, mainly perhaps because they can be procured cheaply and with little trouble.

Library lectures should not only aim at improving the intellectual standard of the individual, but also train readers in the use of books as sources of knowledge and of ideas, and to do this, everything possible should be tried to attract those willing to read books seriously. When success is attained in this libraries are bound to become powerful social factors in the world.

The manner in which this training of the public in the use of books is to be obtained is where the scheme about to be submitted differs most from the reading circles of the N.H.R.U. In the Union circles the leader does not necessarily need to be a person intellectually superior to the other members of the circle. He is chosen rather for his ability or willingness to collect and forward subscriptions of members to the head office, and to receive the book-lists and magazines for distribution to the members of the circle. The Union’s idea of “companionship in systematic reading by membership in a circle” is theoretically very satisfactory, but it must be admitted that

no real progress can be made unless the leader is capable of taking the members outside the circle of the thoughts of the author they are reading.

The first step to be taken under this improved system is to secure a capable leader or lecturer, which should not be very difficult, as nearly every librarian has on his committee or among his readers gentlemen recognized as authorities on subjects suitable for lectures. The subject being decided upon, handbills containing a reading list should be printed and one given to every likely student calling at the library. Copies should also be sent to the various classes in connection with places of worship in the town, also the social clubs. In a very short time applications will come in for admission tickets to the course, which are useful for registration purposes and are issued free.

Two kinds of lectures or classes may be organized :—

A. FORMAL EXPOSITORY LECTURE—exposition, chapter by chapter, of a book previously read at home and afterwards re-read.

B. INFORMAL CLASSES—supplementary to home-reading and followed by discussion.

In the former the number of students need not be limited, although it is advisable to insert a note on the hand-bill to the effect "that as the class is intended for those who are prepared to give the volume selected their serious attention, it is hoped that only those who reasonably expect to be able to attend regularly will apply for tickets. A volume of Browning, Tennyson, or other poets will be selected. (This year Tennyson has been chosen for the class at Fulham.) The lecturer will expound difficult poems, lay stress on essentials, comment on the artistic treatment, on the ideas and philosophy, illustrate, amplify, *give other points of view*, deal more fully with the great questions raised, and *add the more modern contributions to their solution*. The poems themselves will thus be studied seriously, book in hand, and the lectures will be quite unlike those where the hearers simply sit as passive and in many cases leaky receptacles to receive opinions about the author.

As an example of the work which can be covered by such a class, it may be stated that last winter at Fulham over a hundred students met weekly and under the guidance of the lecturer *studied* the "Mind and Art of Browning." The text-book was Browning's Poems in "Everyman's Library." Careful study of the poems and fuller treatment of his philosophy as far as raised in the poems read; special attention being given to the problems of Evil, of Immortality, Immanence of Deity, Optimism, with contributions from more modern thought.

If the informal class is preferred it is advisable to restrict the number to about forty students, considering that at the end of the lecture a free open discussion and expression of opinion by the members is allowed. For this kind of class a book will be selected for study and chapters prescribed to be previously read at home. Where a book on Fine Arts is taken, for instance, Baldwin Brown's "Fine Arts" visits to the Art Gallery of the town or the nearest town with an Art Gallery might be arranged and prepared for, and art volumes from the library should be laid upon the tables for inspection and comment.

As an example of the work which can be done, let it be supposed that J. S. Mill on *Liberty* is chosen. In the reading of this book such subjects would be dealt with as Individualism, Collectivism, The Idea of Progress, Ideal Values, Liberty, Equality, Points of View of a Conservative, Liberal, Individualist, Sociologist, Biologist, Socialist, Anarchist, Religions, Character and Environment and some modern social questions depending on these references, also to cognate books like Morley's *Compromise*, Dicey's *Relation between Law and Public opinion in the 19th Century*, Stephen's *English Utilitarians* and Well's *Mankind in the making*.

Sufficient outline of the lectures or classes for Public Libraries has been given to show their scope and thoroughness. Experience of both kinds—the “miscellaneous” and the “expository”—has shown which is the more stimulating and intellectual. The audiences may not be quite so large, but the results are more gratifying, and the subjects so well mastered that students have been known to become leaders of other classes, thus widening the circle and making the work of the library felt in many quarters which would not have been reached by the usual disconnected and occasional library lecture.



## ST. MUNGO'S CITY.

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**I**N connection with the visit of the Library Association to the Second City at this time there are one or two matters pertaining to its bibliothecal and bibliographical history which should be of interest to visitors, and these we give here.

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Glasgow's importance as a library centre dates from the fifteenth century when the fine University Library was incepted.

According to Senex, Allan Ramsay the poet started the first subscription library in Britain here about 1733. Robert Wodrow—better known as an ecclesiastic than as a University librarian—was Senex's authority as to Ramsay's venture. This disposes of the claims of Edinburgh as the original home of the subscription library, but the point is involved in obscurity. It would appear that quite a number of libraries of the subscription order flourished in the city during the latter part of the eighteenth century. We read of Smith's, Coubrough's, Montgomerie and McNair's, and doubtless others existed of which no record has come down.

The spread of circulating libraries was followed in 1823 by the establishing of the first Mechanics' Institute. It came into existence

about four months anterior to the London one, which is usually erroneously referred to as the first. Dr. Birkbeck, the sometime Andersonian Physics Professor, was the pioneer founder.

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In the line of typography the eminence of the press of the brothers Robert and Andrew Foulis should be noticed. The press flourished for about thirty-five years [c. 1740-74], and Baskerville of Birmingham, whose press has recently been monographed by Mr. R. K. Dent and another, was an early imitator of the Foulis enterprise. It is pleasing to know that Dr. David Murray of Glasgow, whose contributions to learned literature are so well known, has undertaken the task of writing the history of the famous Glasgow press.

Dr. Robert Watt of *Bibliotheca Britannica* fame was a native of Glasgow, and two fair portraits of the eminent bibliographer are to be seen in the Hall of the Library of the Faculty of Physicians and Surgeons. The manuscript of his *Bibliotheca Britannica* is in the Paisley Public Library.

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In his fascinating book on the Public and Private Libraries of Glasgow, published when he was Stirling's librarian, Mr. Thomas Mason demonstrated in a very able manner that Glasgow was in those days a city of book collectors, and although much water has passed the Broomielaw since 1885, Glasgow is still a city of book collectors. The support accorded to bibliographical activities of all kinds by Glasgow gentlemen, particularly by those of the legal fraternity, makes it a matter for surprise and regret that there is as yet no bibliographical society in the west. Let us hope that this will soon be remedied. Glasgow is not altogether given up to the pursuit of lucre as so many visitors to the city imagine. Its natives are enterprising in the finer matters of life as well as in matters commercial. A city which has had such library founders as Walter Stirling, Stephen Mitchell, George Baillie, Bailie Moir and Walter Jeffrey; and art donors like Archibald McLellan, William Ewing, Graham-Gilbert, Adam Teacher and James Donald; and founders and helpers of colleges like McGill of Montreal, Dr. John Anderson, Allan Glen and Sir W. R. Copland; and which supports in such a handsome manner the various educational, library, social and scientific societies and institutions within her gates, must indeed be regarded as a city of beautiful ideals.

VIATOR.



## THE SHEAF CATALOGUE.

By JAMES DOUGLAS STEWART, *Islington Public Libraries.*

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(Continued from page 44.)

## III.—MATERIALS AND TECHNIQUE.

13. The nature of the bulk of the materials to be used will be governed largely by the style of sheaf adopted, but several general recommendations and practical hints may be given which apply all round. The style of binding is an essential part of the stock article, but there is no reason why a library should not specify its own particular style. The chief point to note is the durability of the hinge connecting the board to the back.

14. Upon the slip or sheaf-leaf employed depends, to a large extent, the success of the catalogue, both in the matter of use and of durability. The mistake usually made is to have the leaves of too thick a paper. This arises from a mistaken idea that the thick paper wears better and is more easily handled than a thinner variety. Experience has shown that this is not the case. The thick slip offers very little more facility for turning over than the thin one, and, owing to the greater independence and rigidity of the leaves, does not lie open for consultation nearly so well as the thin one. As regards durability the advantage is rather on the side of the thinner and harder surfaced manilas than on that of the thicker makes.

15. Manila paper is by far the best for purposes of this sort. As stated above, this should be obtained in one of the thinner grades, and care should be taken to obtain a make with a hard, close surface. A surface such as this takes the writing easily, and at the same time does not wear nor show dirt readily. This is an important point, because manila paper is frequently made with a soft, porous surface, which is not only hairy to write on but has no wearing qualities whatever.

16. The size of the slips is governed entirely by the size of the sheaf in use. As has been mentioned before (§4) sheaf catalogues are often of too large a size. Here, again, practical experience is the best guide, and it has been found that a sheaf-binder about  $7\frac{3}{4}'' \times 4''$  outside measurement is the most convenient. For a sheaf-binder this size, a slip  $7\frac{1}{4}'' \times 3\frac{3}{4}''$  will be required.

17. The slips may be either unruled or ruled to suit the convenience of the user. To facilitate spacing and accurate indentation, a slip ruled faint in squares (about 7-32" register) will be found most useful. This, however, is one of the details that must be settled according to the ideas of individual users. These slips are usually stock articles, and can be obtained in various styles. It is hardly necessary to lay emphasis upon the necessity for the accurate cutting of these slips.

18. Handwriting for manuscript catalogues is treated in the next chapter, and may therefore be omitted here. Any good writing-ink

may be used, and any sort of pen. One small practical hint on the last point may be given: many find it advantageous to have two pens in use, a broad one for use in printing headings and catchwords, and a finer one for the ordinary text.

19. When completed, the volumes of the catalogue should have their contents clearly indicated on the back. Special xylonite label-holders are fastened on the backs of the two forms of sheafs last described (§§ 11-12), and all that is necessary is to insert a piece of thin card containing an indication of the contents in bold lettering.

#### IV.—HANDWRITING FOR MANUSCRIPT CATALOGUES.

20. Printing is beyond the means of the average Public Library for purposes such as a sheaf or card catalogue, and recourse has to be made either to typewriting or handwriting. The leaves of a sheaf catalogue can be used in a typewriter quite easily, but there are a number of objections to typing the entries. Typewriter ink is rarely permanent to begin with, and its effect after a year or two is extremely unsatisfactory. An examination of any of the typed catalogues in use



FIG. 5.

will show this fairly conclusively. Black is the most satisfactory of the colours, and red is the worst. This applies to all makes. Then, again, it is very difficult to get any distinction of type, and this is a point that, as a rule, plays an important part in the making of a catalogue. Colours cannot be used for this purpose for the reason given above. Another objection, of minor importance, is that usually only one member of a staff is the typist, and this means that the whole

catalogue must pass through his or her hands. If the typist is ill or absent, the catalogue must wait ; and if the cataloguing work should need accelerating for any purpose, the only way to do it would be to buy another typewriter and engage or train another typist. As a final small objection to typing, it may be pointed out that a written copy has to be made out in any case for the typist.

21. Handwriting, if done according to the following rules and examples, is quite as clear and less tiring to read than typewriting.

22. A disjoined, half-printed hand is frequently employed in manuscript catalogue work. A large number of alphabets, with varying letter-forms, are in use, but the best is a plain, open letter, such as that illustrated (Fig. 5). This hand is easily cultivated, and with a fair amount of practice can be written almost as rapidly as ordinary careful script. Its appearance when in use is shown in Fig. 7.

23. For various reasons, the use of this disjoined hand throughout the recommendations and examples that follow is confined to catchwords and headings, and an ordinary running hand employed for the text of the entries. It is more difficult to secure a satisfactory style in this than in the printed hand above, but the following (Fig. 6) is submitted as a suitable model :—

This style of Handwriting can be used throughout a Library's Manuscript Catalogue. In the examples given here it is only used in writing Catchwords and Headings.

FIG. 6.

This style of Handwriting can also be used throughout a Library's Manuscript Catalogue. In the examples given here it is used for the text of the entries only.

FIG. 7.



24. In writing the first of these alphabets, the printed hand, care should be taken to add nothing to the outlines given. The outlines given have been specially selected for clearness when in use, and this effect has, to a large extent, been attained by leaving out all superfluous lines. In the capitals, especial care should be taken with M, W, U, and V. The central strokes of the M should come right down to the line, and not left suspended at the top as is often done. The same rule, reversed, applies to the W. With the U and V, a clear distinction must be made between the rounded and the pointed base, or confusion will inevitably result. The lower case letters of this alphabet are perfectly straightforward if care is taken to follow the copy exactly.

25. The second alphabet, the running hand, calls for little more comment. The capital letters are essentially the same as in the first alphabet, exceptions being made in the case of I and L. These exceptions are made because the alternative forms join on to and harmonize better with the lower case letters, but of course they need not be made unless thought desirable. If these capitals are *written* like ordinary writing, they harmonize perfectly with the lower case, and no one looking at a page of manuscript on which they appeared would notice that they were not ordinary capitals—unless from their greater legibility. Care must be taken, however, to avoid the beginner's usual fault of *printing* these capitals in a much heavier and larger style than the lower-case text. With the lower-case letters the principal rules to observe are uprightness and roundness. All points and sharp corners should be avoided, and the result will be as clear as is possible by any means. The pointed portions which should be looked for and eliminated are those such as appear in the connecting curves between letters, those at the ends of loops, and those at the bottoms of such letters as b, c, e, l, etc., and the tops of e, g, m, n, q, etc. The square lower-case r should be written in preference to the other form (r), and the x should be made as shown.



## LIBRARIES AND LIBRARIANS.

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[*Special notes of general interest are invited for this department.*]

**Aberdeen.**—A number of works upon the history and antiquities of Aberdeen have recently been added to the Public Library and should be valuable to those interested in this subject. The list of such works now placed on exhibition in the library includes 107 books.

**Aoorington.**—Mr. J. W. Singleton, borough librarian, reports that it is fully expected that November will see the library installed in the new premises.

**Acton.**—After being closed a very short time for repairs, the Public Library was re-opened on August 19th. The lighting of the reading-rooms has been improved and the walls adorned with oil paintings, lent by Mr. W. Martin, formerly chairman of the library committee, whilst new books have been added to the lending library at a cost of about £60.

**Bristol.**—We notice in the recently issued annual report of the Bristol Public Libraries, illustrations of the exterior and interior of the new central library and of the sculptured panels which adorn the building. Mr. Mathews gives a good account of the year's work, with tables of statistics and much general information.

— *The Bristol Daily Mercury* tells us that the second edition has just been issued of the useful little hand lists enumerating the books in the city libraries, including the reference and central lending libraries, relating especially to trades and industries. In the compilation and publication of these pamphlets the city librarian, Mr. E. R. Norris Mathews, renders a valued service. The first edition of these hand lists was issued in January, 1902, and upwards of 20,000 copies were circulated amongst the artisan population, and the students of technical and higher grade schools. It is the desire of the Libraries Committee by this means to make known what books relating to trades and industries are obtainable in the libraries. The hand lists consist of:—1, Manufactures and Industries; 2, Engineering and Mechanics; 3, Building Trades; 4, Electricity; 5, Chemistry and Photography; and 6, Agriculture and Gardening. A large number of new and important technical and scientific works have been added to the various libraries since the issue of the first edition, and in preparing a second, which brings each hand list up to date, the committee express the hope that the series will still further increase the usefulness of the Municipal Public Libraries of Bristol in advancing technical knowledge.

**Cheshunt.**—Mr. Oswald C. Hudson, the librarian, sent us information just too late for last month's issue, to the effect that the Public Library was opened on July 1st. During July 1,000 borrowers were registered, and over 2,000 volumes were issued from the lending department. The card charging system has been adopted, with an indicator for works of fiction. The accommodation includes:—Lending and reference library, news and magazine room, small lecture hall, offices, store rooms, &c.

**Birkenhead.**—The elevation and plan of the new Public Library were illustrated in *The Building News*, August 23rd. Messrs. W. Edwardes Sproat and Eldon Warwick were the successful architects in the competition for this important central library building. We are glad to see the inscription "Public Library" over the entrance; words in our opinion much to be preferred to "Free Library."

**Gravesend.**—At last month's meeting of council Mr. A. J. Philip, the librarian, reported the receipt of a donation from H.M. Stationery

Office, on behalf of the Treasury, of seventy-four volumes of historical works in the Rolls Series, &c. How valuable the volumes issued by the Master of the Rolls are to earnest students is well known to the veteran Mayor of Gravesend and doubtlessly to many others in the good old town.

**Heckmondwike.**—We have seen a photograph of the unpretentious little building, now nearly complete, which is to house the Public Library, and think the architect, Mr. H. Stead, is to be congratulated on making the best of a limited opportunity. The position is hardly as central as might be desired, but this, we understand, was unavoidable and the town is indebted to Mr. T. F. Frith for having given the site. It is almost needless to add that Dr. Carnegie made a grant to pay the cost of construction of the building.

**Hornsey.**—A pseudonymous contributor writes to the *Daily Express* complaining that Public Libraries are not kept up to date in scientific literature and gives as an example his inability to obtain any work later in date than 1902 on a particular branch of electricity. We sympathise—but how about £ s. d. and the limited library rate?

**London: City.**—Institute of Actuaries.—The long-promised new edition of the catalogue of the library is now complete, and as the former issue appeared so far back as 1894, a great want has been filled. The new catalogue is arranged on the single alphabetical system. A complete card index to the library is available for reference by members; also a card index to the contents of the *Journal* from the commencement to the last-issued number.

**London: Fulham.**—The Public Library Committee hopes to secure a grant from Dr. Carnegie for a new central library. The present building is ill-adapted to its purposes and is one of the oldest properties in the borough. The walls are decayed and the dilapidations so serious that constant expense is involved in repairs.

**London: Hackney.**—Owing to the failure of the builder, the central library building is likely to be kept back for some months. It was the intention of the committee to open the library in October next, but this will now be impossible. Meanwhile, Mr. T. Aldred, the librarian, is increasing his staff and stock of books in readiness for the opening, which will probably take place next year.

**London: Hampstead.**—A bi-monthly catalogue is being published by the Public Library Committee giving annotated lists of books added to each of the libraries, items of information respecting library work, special articles for bibliographical guidance, topical lists, &c. The experiment is to be tried for a year, at an estimated net cost of £20.

**London: St. Pancras.**—The Borough Council still seem unable to take a definite line regarding the library scheme adopted by the late libraries committee. A proposal to abandon the whole scheme, with the consent of the Local Government Board, has been presented and then withdrawn, and again progress is suspended while the committee

endeavour to understand what they want. It is a great pity that this very large and important Borough Council cannot detach themselves from the petty byways of party politics, and follow the example of Islington and other London boroughs in honourably carrying out their undertaking to Mr. Carnegie and a large majority of the inhabitants. The lending department of the Highgate branch has now been opened, and the extent to which it is already used and appreciated should be enough to satisfy the borough councillors that their inclination towards wrecking the libraries is unwise, unsafe, and unpopular.

**London : St. Pancras.**—What may best be described as a railway library and club was opened at Euston by Lord Stalbridge, chairman of the London and North-Western Railway Co., on August 13th. Both library and dining club have existed for some time but in quite inadequate premises; now the accommodation will be inviting, not to say sumptuous, and include lending library of 14,000 volumes, reading-room well furnished and fitted, dining hall to seat 200 persons, and a billiard room.

**Newcastle-on-Tyne.**—Mr. Basil Anderton, the librarian, reported to the committee, on August 16th, that since the new Betting Act came into force there had been no complaints of people monopolising papers for the purpose of reading the betting news. The reply to the deputation who urged the blotting-out of such news is postponed for a time.

**Northwich.**—The new Public Library is to be built on the site of the present library. Sir John Brunner has undertaken to pay for the buildings and equipment.

**Nottingham.**—The shelving of the reference library has been largely increased and now, according to the *Nottingham Daily Guardian*, the shelves, if placed end to end, would extend to about a mile and a third in length!

**Richmond : Surrey.**—The Public Library has been opened on Sunday for a considerable time, but early last month it was decided by the Library Committee that the institution for the future should be closed on Sundays, as there did not appear to be any great public demand for the use of the library on that day. On the same occasion Mr. A. A. Barkas, the librarian, presented a considerable list of books recently presented.

**Sunderland.**—*The Architect*, August 9th, contained illustrations of the first and second premiated designs for the new Public Library branch in Church Street North. Both designs are by Messrs. Davidson and Cradney.

**Tipton.**—The Toll End branch of the Public Library, a pretty one-story building, designed by Mr. G. H. Wenyon of Tipton, was opened by Mr. Joseph Powell, chairman of the council, on the 12th of last month. The three public rooms open direct from the entrance hall—in the centre is the lending library to accommodate 5,000 volumes, on the left is the magazine-room and on the right is the newspaper-room.

**Torquay.**—It has been determined to form a commercial section of the new Public Library. For this purpose Mr. Layland-Barratt, M.P., has presented £10 10s. ; this amount has been augmented by £15 15s. to purchase works dealing with banking, book-keeping, commercial history and law, insurance, &c.

**Tottenham.**—Mr. F. J. West, the librarian, gives a good report of the working of the central and branch Public Libraries. One noteworthy fact is that of the 17,860 books in the central library only 4,927 are works of prose fiction. It has been decided to reserve a part of Bruce Castle for a reading-room for the lower ward.

**Tunbridge Wells.**—We are glad to see that the local press is stirring up the powers to take steps for the provision of a Public Library. It is doubly strange that the town should be without so useful an institution, for not only is it a wealthy place, but years ago when the Corporation secured the Calverley Parade property a space was allocated for the purpose.

**Victoria, B.C.**—The Public Library Commissioners have decided to allocate a considerable sum for the purchase of Canadian literature of the past, present and future. The idea is to include all literature relating to the history of Canada, biography, poetry, travel and so forth.

**West Bromwich.**—The Public Libraries Committee having spent £215 over the sum of £7,500 granted by Dr. Carnegie for the new building have received an intimation that the grant will be increased accordingly.

**West Hartlepool.**—An item in the annual report of the Public Library interests us greatly—it is to the effect that the reference library and reading-room is being more extensively used and becoming popular with students and others who appreciate the opportunity for quiet reading.

**Westhoughton.**—A meeting convened by Mr. J. E. Clough (Secretary to the Higher Education Committee of the District Council) and Mr. J. C. Scott (librarian) to consider the advisability of forming a literary and natural history society, was held in the Town's Offices on the 5th inst. It was suggested that the society should embrace two sections, literary and natural history. A small committee was appointed to formulate a plan for the first session, and to report at a general meeting to be held shortly.

**Wigan.**—Mr. H. T. Folkard, the librarian, presented a long list of donations of books received for the Public Library to his committee, at a meeting held last month. Amongst them we notice that a copy of Dr. Birch's *Royal Charters and Grants to the City of Lincoln* was presented by Mr. A. R. Corns, the librarian of that city.

**Wolverhampton.**—The Independent Labour Party demand that the Public Library shall be opened on Sundays. The promoter of the movement stated that there were twenty Public Libraries open on Sundays including Birmingham and Walsall.

At the Council House, Exeter, on August 7th, the chief librarian of Bolton, **Mr. Archibald Sparke, F.R.S.L.**, was admitted by heirship a Freeman of the city of Exeter by the Mayor, Mr. Alderman Reed, and his brother magistrates. The honour, one very much coveted, carries with it many privileges, and has been enjoyed for three or four generations by various members of Mr. Sparke's family.

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#### BIRMINGHAM NOTES.

*The Daily Post* says:—"The reason for the Public Library decline is the cheap issue of popular books. Instead of waiting for books at the library, and then possibly getting soiled copies, people come to us and buy a new book for 4½d." There has been a decline in the number of books borrowed from the Sheffield Public Library, and the reason quoted was given by a bookseller who was approached on the subject. A similar decline has been experienced at the Birmingham Public Libraries, and it appears that the reason for it is two-fold. In the first place, as in the case of Sheffield, the responsibility rests with the rapid development which has recently been made in the publication of cheap editions, not merely of standard works, but the most interesting productions of living writers of fiction. In the second place, the decision of the Committee of the Birmingham Public Libraries to extend the time for reading books of the non-fiction classes—history, biography, travel, &c.,—from a week to fourteen days has tended to a certain extent to lessen the issue.

Reference to the decrease was made in the report of the committee for the year ended March 31st last. It was there stated that the decrease was entirely confined to the fiction and juvenile classes. In reference to the latter, the number of books borrowed fluctuates considerably. "A teacher in a Council school takes a special interest in getting children to take new tickets," said a Birmingham librarian yesterday, "and there is a sudden increase in the issue. But the child mind is fickle. The children get tired of reading; they would sooner be at play. Then there ensues a sudden drop in the issue."

During the quarter which closed at the end of June last year the issue of works of fiction was 173,296, and in the corresponding quarter of this year it was 160,937. The total issue in the June quarter this year, including the reference library, was 337,535; and in the corresponding quarter of last year it was 346,566. The total issue from the lending library in the June quarter of this year was 242,186; last year it was 254,464, being a decrease of 12,278. The decrease in fiction for the same period was 12,359. "Figures show that the decrease in fiction was larger in proportion than the total decrease, which indicates that there are more books of the other classes being used than formerly. It is evident that the increased length of time allowed for the reading of the books has an appreciable influence on the issue."

## MANCHESTER NOTES.

A MEETING, to be held at the John Rylands Library, has been called to discuss the desirability of forming an association of library assistants for Manchester and district. A few years ago an effort in this direction resulted in the formation of the North-Western Branch of the Library Assistants' Association. The branch, however, seceded from the London body and continued its work for a time as "The Library Guild." Whatever the result of the present proposal may be there is without doubt ample scope for the work of such an association in the Manchester District. Libraries, and consequently assistants, are numerous hereabouts, and given a fair measure of support the formation of a strong society should be the outcome of the meeting.

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The first of a series of exhibitions intended to illustrate the lives and works of local writers has been arranged at the Free Reference Library. The present subject—Richard Wright Procter, 1816-1881—was a local barber, who, as the author of "Memorials of Manchester Streets," "Memorials of Bygone Manchester," "The Barber's Shop," and other works, attained considerable reputation as a *littérateur*. The exhibition includes portraits, letters, views of his shop (demolished in 1903), his writings arranged in the order of publication, and his contributions to other volumes, such as the rare "Festive Wreath," a collection of pieces in verse read at one of the literary gatherings held in 1842 at the Sun Inn, now known as the Poet's Corner, Long Millgate.

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The problem of the site for the new Central Public Library is referred to, among other matters, in the latest report of the Libraries Committee. It is explained that no arrangements have yet been made for the future location of the library, but the committee has prepared a statement of the essential departments and accommodation required for library purposes in any new building. Subject to the approval of the City Council the committee is prepared to co-operate with the Art Gallery Committee in the utilisation of the infirmary site, provided that no part of the money already appropriated for library purposes should be applied in any other direction.—*Manchester City News*.



## THE LIBRARY PRESS.

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THE July number of the *Library Association Record* contains an instalment of the new and much heralded feature "Current views." It consists of random personal comments, usually signed, on various phases of library work, and will certainly serve a useful purpose as a safety-valve for private views that in the opinions of the

commentators ought to be current. So long as the readers look upon this feature as a sort of unconventional correspondence column, all will be well ; but otherwise, judging from what has already appeared under the heading, the "current views" will be responsible for a certain amount of electricity in the professional atmosphere. Mr. Joseph Daykin, of the Yorkshire Union of Institutes and Yorkshire Village Library, describes the system of "Village libraries" established to serve the rural districts of Yorkshire, and enters a plea for the more general establishment of such libraries. He concludes : "Our ideal should be for every village to have its own institute—not necessarily a large one, which should be the centre of every intellectual movement in the village—a kind of Polytechnic in miniature, with reading-room and library containing a small permanent collection of special books if possible, supplemented periodically by itinerary collections from a district or county centre. There might also be accommodation for meetings of reading circles, etc., classes, if necessary, and lectures, if possible. Then the recreative side should not be overlooked, and provision should be made for innocent games, and if it could be managed conveniently, for a gymnasium as well. Healthy recreations encourage reading. There is now a Council School in almost every village : why should this building not be used for the purposes we have just mentioned." Some of the problems arising out of the practical application of classification schemes are discussed by E. A. Savage. His two chief points are the advantages gained by keeping "History" and "Description" together ; and by shelving together all the imaginative works of a man (novels, poems, etc.) and criticisms of those works and biographies, in one sequence. "Is the printed catalogue doomed?" is answered in the affirmative by W. J. Willcock. The catalogue provision he considers ample is : "In a small lending library of about 10,000 volumes, a good card catalogue for non-fiction, a printed class-list of fiction, and a yearly or half-yearly bulletin of additions. In the larger lending libraries good annotated class-lists, a card catalogue of those additions made after the publication of the respective class-lists, and a periodical bulletin." And he concludes that "when open access becomes universal" the need for the printed catalogue will die out. Mr. E. A. Baker contributes a series of interesting and useful hints to candidates for "the next examination in Literary History."

The *Library Assistant* for June contains the annual report of the Library Assistants' Association, and a very satisfactory and encouraging report it is. Mr. Sayers, who as hon. secretary is largely responsible for the organization and carrying through of the year's events, is to be congratulated on the excellent results attending his labours. The articles in the number are : "Branch libraries," by H. G. Sureties ; and "Delivery stations," by W. C. Berwick Sayers. The August number contains an inspiring review of "The progress of librarianship during the year" by W. Benson Thorne. Mr. Thorne's survey is comprehensive and optimistic, and well worth reading.

The number of the *Library* issued in July contains an eminently sane paper by Alfred W. Pollard on "The Library Association and its



branches." He examines the recent controversies on the subject and makes suggestions which, if somewhat revolutionary, are worth consideration. The number also contains the fourth portion of Robert Steele's analysis of the subject matter of the fifteenth century books, this instalment being devoted to literature; "Recent foreign literature," by Elizabeth Lee; "A Bookseller's accounts, c. 1510," by E. Gordon Duff; "De Quincey and T. F. Dibdin," by William E. A. Axon; "Recent English literature in Spain," by G. F. Barwick; "Robert Pocock of Gravesend," by Alex. J. Philip, and "Some notes on the Latin and Irish stocks of the Company of Stationers," by Henry R. Plomer.

The *Book Review Digest* for July continues its useful evaluative record of current American literature. This number covers the month of July only.

The *Cumulative Book Index*, volume ten of which began in February, 1907, is another useful publication of the H. W. Wilson Company, the publishers of the *Digest* and of *Library Work*. It is something on the lines of the "English Catalogue," entries being made under author, title and subject, but the entries are not so full as those in the English list, except under subject headings. It is of course confined to American books.

The fifth issue of *Library Work* is for July, and contains an annotated bibliography of professional literature from March to June.

In the July *Library Journal*, Henry L. Ward enters an emphatic plea for the treatment of libraries and museums as totally distinct departments. "If you are in a community that has not now a museum but which is, or is likely soon to become, large and live enough to support one, then as you would work for the advancement of your community keep your hands clean from the attempt to start one as a department of your library; for you will surely retard and perhaps kill the chances of your community having a useful one." Most will agree heartily with this, both from the library and the museum point of view, and also with his statement that there is at present not a single thoroughly efficient local museum that has been established and administered as a part of a library's work. E. L. Pearson under the heading "The children's librarian *versus* Huckleberry Finn: a brief for the defence," makes a well-deserved onslaught upon the American lady children's librarian for her namby-pamby sweet-little-darling-come-to-me-and-I-will-shield-you-from-harm-and-make-you-Eminently-Respectable attitude towards juvenile borrowers. The text he uses is the recent action of several libraries in excluding Huck. Finn from the children's libraries.

*Public Libraries* for July opens with a statement of the United States "Public document question," by Adelaide R. Hasse. "Lessons as to construction from the San Francisco fire" are contributed by George T. Clark. Many of his notes deal with precautions against earthquake shock, but his notes on fire prevention are of more immediate interest. Many buildings are set on fire from the outside, so that the following exterior precautions are advisable. It is of the utmost importance that all exterior openings should be effectively

guarded. Several devices are available for this purpose, such as metal or metal-covered doors and door and window frames, metal sash windows, wire glass glazing and metal shutters. For façades pressed silica brick and terra-cotta brick withstand the intense heat better than granite, marble, sandstone, or limestone. For roofs, copper, slate or some material of great refractory power should be used. Inside the building, steel columns should be fireproofed or they will buckle; fire-proof partitions are necessary, and these are preferably made of reinforced concrete like the floors; and a plentiful and independent water supply.

To the July *Bulletin des bibliothèques populaires* Ed. Griffon contributes a sketch of botanical literature of France and Algeria. There are also the usual useful reviews of important recent French publications.

The *Revue bibliographique Belge* contains a biographical and critical sketch of the life and works of Nicolas Tillière from the pen of J. Renault, and the customary annotated and classified list of recent books.

The *Bibliographie du bon livre Français* is an attempt to give a critical and descriptive account monthly of notable French books, and is well worthy of support from English librarians.



## THE LIBRARIAN'S LIBRARY.

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**The Small Library**, a guide to the collection and care of books.

By James Duff Brown, borough librarian, Islington. London: Geo. Routledge & Sons, Ltd. 1907. Pp. vi. + 154. Price 2s. 6d. net.

This addition to the "English Library" series is one of the most interesting yet published, and it covers just the very ground most useful to amateurs and the custodians of small collections. The book is partly based on a series of articles which appeared in the *Library World* some years ago, but greatly extended and enriched by much new matter. The work deals with the methods and stock of libraries for children, the home, the workshop, the school and the small municipal library; and includes chapters on the elements of classification, cataloguing, book selection and public rules and service. The whole of these matters are dealt with in an extremely interesting and well-informed manner, and though the author gives many lists of good books he is careful not to show any of that aggressively final spirit which makes the average book-mentor a bore. Such a book as this will be most valuable to the collector of useful and good books, while to the librarian of a small country library, with little experience, it should prove an indispensable text-book.

C. S. G.

**History in Fiction**, a guide to the best historical romances, sagas, novels and tales. By Ernest A. Baker, M.A. American and Foreign Section. London : Geo. Routledge & Sons, Ltd. [1907]. Pp. ii. + 254. Price 2s. 6d. net.

The borough librarian of Woolwich has, in this contribution to the "English Library," produced a useful and suggestive library tool, which is all the more welcome because his larger work on the "Best Fiction" is now out of print. This volume is divided into national and chronological groups—America, France, Germany, &c.—with an author, title and subject index, and the selection is large and comprehensive. By limiting the selection to books now in print many tales which ought to appear in a selective bibliography are omitted and thus the literary value of the work is impaired, whatever purpose of utility it may serve as an annotated priced catalogue of modern publications. Mr. Baker's notes are practically the same as in his "Best Fiction," with occasional changes of phraseology by way of variety : not always an improvement, however, as witness—"gorgeous scenic accompaniments," altered to "splendiferous scenic accompaniments !" If Mr. Baker would only restrain his passion for exaggeration, and cut out the many florid and "splendiferous" adjectives with which his annotations abound, he would almost reconcile librarians to his views on evaluation. But while such needless and profuse adjectival luxuriance exists his notes cannot be regarded either as criticism or evaluation. The subject-index will be found of much service, and if in future editions the many misprints are corrected, and the notes ruthlessly expunged or revised, the book can be made a very admirable guide to readers and librarians alike.

J. D. B.



## HOLIDAY LITERATURE.

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. . . . . It is of the utmost importance that village life should be enabled to compete with the towns in interest and attractiveness. Clearly. . . . . the library will have a part to play in it.—*Glasgow Herald*, April 4th, 1907.

**I** DO not know if the idea may now be called novel ; certainly three years ago the scheme seemed to me rather outside the ordinary programme of library extension work.

It was in operation at a small library in an urban district. Close by are two extensive works employing thousands of hands, the district is cut off from contact with one large town by a river, and some three or four miles of car lines connect it with the nearest town on its own side of the river. Square green tables and rush-bottom chairs gave quite an old-world look to the small reading-rooms, but of reading matter, in the ordinary sense of the word, there was none. Instead of

newspapers, periodicals or magazines, there were many of the books which fall into Lamb's list of "books which are no books"—railway and steamship guides, maps, excursion bills and lodging-house lists lay scattered about the tables. It seems strange to me now, seeing the interest this curious collection then excited, that I did not make notes while on the spot—however, I recollect the general features of the "Holiday Exchange Bureau."

A large railway map mounted on card stood on the centre table; this was the key-index to the general guides. England was lettered centrally, E; Ireland, I; Scotland, S; and Wales, W. Small red discs, each with a distinctive number, stood against certain coast and inland towns—the pamphlets, bills, etc., relating to those towns bore a corresponding letter and number. Here, for instance, was a guide issued by a Glasgow steamship company running circular tours around the Scottish coast—it merely bore the initial S, inside was a MS. alphabetical town index giving numbers of separate guides then on tables relating to Scottish resorts, and titles of general works—geographical and historical—which were on the lending library shelves. Unless odd sizes prevented it, guides, announcements, lodging-house lists, etc., were bound together, an index being inserted giving particulars of author, title, and book-number of any novels and other works dealing particularly with that place.

Information of a more local character was gathered between the covers of a "binding file," having on its outside section maps showing river and *city* streets of the two adjacent towns—within were particulars of river trips, local railway and car guides, announcements of theatrical and music-hall, etc., entertainments.

A few Continental guides were displayed, in connection with which a sheaf of MS. notes was shown me; these related to restrictions regarding the conveyance, etc., of luggage, cycles, cameras, matches, etc., contributed by library members and travellers who had experienced trouble and annoyance when abroad.

In reply to my enquiries I was told that the preliminary expense was very little, and the labour the "Bureau" involved was justified by the increase in the number of library members—the greater interest taken locally in the library and the saving of time to intending travellers, by having centralized tourist information, which in town would have been obtainable only by visiting many stations and several agencies. Further, the scheme formed a base for other exhibitions during the winter. Photographers who had taken photos whilst on holiday were invited to communicate with the librarian, and, if sufficient support was forthcoming, it was intended to borrow some of their prints, place these on temporary mounts, and exhibit them in one of the reading-rooms. Those photographers who cared to make slides were asked to allow these to be passed through a lantern at one of the monthly meetings of a certain society held in the district.

AUTOLYCUS.

## THE BRITISH MUSEUM LIBRARY.

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**I**N the exceptionally interesting article which he contributes to the current *Cornhill Magazine*, Sir E. Maunde Thompson, principal librarian at the British Museum, has a good deal to say about the great reading-room which for fifty years has covered so many busy working brains, and—be it whispered—occasionally a sleeping one.

Speaking of the wear and tear of books, especially of books of general reference, Sir Edward says:—

“The leisurely days of libraries are gone; the man who comes to verify references is generally in a hurry, and he has little regard for the dignity of literature. The bibliophile's tender handling of his favourites is to the reference-hunter an amiable weakness not to be encouraged. He rushes at his book, tears it open, and cuts its heart out. Some books are literally thumbed out of existence. Naturally those fare the worst which feed the vanity of human nature, and serve the turn of pedigree-hunters, a class of persons with whom the librarian has the least sympathy. County histories, nearly always costly works, deserve a better fate; but they go under. Even so modern a work as the ‘Victoria County History’ must soon be replaced by a duplicate copy. But we have a generous sympathy with the students who are wearing out such books as Birkbeck Hill's ‘Boswell,’ Wheatley's ‘Pepys,’ Bury's ‘Gibbon,’ Hodgkin's ‘Italy and Her Invaders,’ and the ‘Cambridge Modern History,’ the Museum copies of which works are being gradually ground down. About the deplorably thumbed condition of ‘The Sermon Bible,’ in twelve volumes, we refrain from speaking.”

When we consider that upwards of a million and a half of books are supplied to readers in the course of a year, and that supervision is practically non-existent in the reading-room, we are naturally inclined to ask ourselves:—What about the book thieves? It is remarkable, says the chief librarian, how very few books are stolen from the reading-room:—

“One likes to think that this immunity is due to the general goodness of humanity. Perhaps the fact that Museum books are stamped in such a way as to render them valueless as vendible property may also have something to do with it. However that may be, it is true that a book scarcely ever disappears, and the few volumes, not a dozen, that have recently been purloined during as many years have in all instances been of small value and generally of an elementary character. During the South African war, for example, a Dutch grammar and dictionary passed beyond the precincts of the British Museum. A few years ago a parcel of four or five valuable scientific books, which had been missing for very many years, was unexpectedly returned through the Post Office. The person who had borrowed them appears to have finished with them, for subsequent inquiries disclosed the fact that a widow lady had posted the parcel.”—*The Reader*.



## CORRESPONDENCE.

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*To the Editor of THE LIBRARY WORLD.*

SIR,—Will you allow me to thank all those who so kindly furnished me with information respecting the libraries under their control?

I would like to explain that I was approached by a gentleman who proposed publishing a Library Year Book. The work was completed and should have appeared early this year, but owing to causes for which I was in no way responsible, the MS. was retained too long to justify its publication unless the statistical matter was revised and brought up to date. Whether this will be done I cannot at present say.

*Stanley Public Library,  
King's Lynn.*

THOS. E. MAW.

## TORQUAY LIBRARY.

*To the Editor of THE LIBRARY WORLD.*

SIR,—I was delighted to read in the current issue of the *Library World* that two such eminent librarians as Mr. Potter Briscoe and Mr. R. K. Dent consider the Torquay Public Library to be "quite superior in its internal arrangements, and likely to prove in its careful selection of books one of the best equipped, for its size, of any in the country." I should like to join them in offering congratulations to Mr. Jones, the librarian, as to the selection of the books over which I know he is expending considerable care and trouble, and at the same time venture to take unto myself a little of the praise bestowed by Messrs. Potter Briscoe and Dent as to the "internal arrangements." During the preliminary stages of the formation of the Torquay Library I had the honour of acting as advisory librarian, and it was upon advice then given that the safeguarded open access system was adopted and the "internal arrangements" altered to meet its requirements after a consultation between the architect, Mr. Davidson, and myself.

It is therefore particularly gratifying to me to know that Messrs. Potter Briscoe and Dent have found in the "West Country" an institution which merits and calls forth their admiration and praise. The progress of the Public Library movement in the West has been slow, whereas in the Midland Counties, which I presume my distinguished *confrères* regard as their basis for comparison, it has long since developed beyond the experimental stage, and, in spite of our tardiness in emulating their example, it is comforting to learn that the progress which has been made compares favourably with the more enlightened districts.

*Public Libraries, Exeter.  
Aug. 26th, 1907.*

H. TAPLEY SOPER.

## METHODS OF POPULARIZING REFERENCE LIBRARIES.

*To the Editor of THE LIBRARY WORLD.*

SIR,—Mr. Hawkes' courteous and temperate letter does not justify a long answer, but if I may explain a point it will clear away a doubt which seems to exist in the mind of that gentleman.

My brief note on his article was intended to be supplementary, not critical, and I did not lose sight of the fact that his object was to attract readers to the reference library. I thought however that attention might be drawn at the same time to the resources of all departments in the bulletins proposed. I meant specially to emphasize the point that the bulletins should be selective, not exhaustive. Mr. Hawkes says there are forty works on art in the Bournemouth reference library, and it would be impossible to list all these with brief annotations upon a small inset label. But I did not propose to list them all. For example, the books on water-colour *technique* are few, and one would only refer from this subject to other books on this subject. Similarly one would not refer from the Dutch school to the Spanish school of painters, but from Dutch to Dutch and from Spanish to Spanish. This narrows the extension of the bulletin down to the practicable. Or supposing there were too many books upon any one school for a single list, the case would be met by listing only representative artists. I thought this was the very point upon which both Mr. Hawkes and I were agreed.

Mr. Hawkes' assumption that the reader will tire of "perusing a catalogue of books copies of which he sees on the shelf before him," is based upon open access experience. Apart from the fact that in open access libraries books have an irritating way of going out, and that in a library with a system of branches the stocks are usually differentiated, Mr. Hawkes must remember that in spite of its ever-growing recognition open access is not universal, and that readers are unable in consequence to see what cognate works the library possesses in any department, except by means of a union class catalogue—a catalogue rarely published by indicator libraries.

*Croydon.*

W. C. BERWICK SAYERS.



## LIBRARY ECONOMICS.

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**12. Children's Rooms.** We are continually notified, by means of professional and other papers, of the establishment of Public Libraries in various municipalities. In most cases, especially where the cost of the building is defrayed by some philanthropical individual, provision is made for the accommodation of children who, in the opinion of the libraries committee or librarian are not of sufficient age to use the general reading-rooms.

There are various opinions as to the value of such a department. The following arguments are raised against their adoption :—

- (1) Waste of money. Children get enough learning at school.
- (2) They do not read in the room. They talk and play.
- (3) The room is used as a meeting-place for boys and girls.
- (4) They only read rubbish.
- (5) The children are a nuisance to adult users of the building.

The first and third objections, of course, we only get from ignorant persons. With regard to the others, the difficulties can be overcome.

It is desirable that every Public Library should have a juvenile room. Children who would use the library for purposes of study and good reading should not be debarred from doing so. The child of to-day is the citizen of the future, and, if the future generations are to be more intellectual and less narrow-minded than those of the past, it is necessary that every facility should be afforded to both children and adults for becoming acquainted with good literature and for quiet study.

Some persons consider that a juvenile section in the lending department is sufficient. While the provision of books for children is good, it does not go far enough ; a place must be provided in which they can read. Children who desire to study do not always get encouragement at home, and many that do have to work in rooms that are small, stuffy, and badly lighted. Parents are not always able to give the child a quiet spot in the house, and certainly very few are able to provide the necessary works of reference, or to give advice in the selection of books.

Another objection put forward against the establishment of children's rooms in Public Libraries is, that it does not come within the province of libraries committees to provide for children, but that it is the duty of education authorities to do so. There is certainly some truth in that statement, and the sooner the education committees see their duty in the matter the better. They are empowered to use part of the rate they levy for purposes of higher education. Our work surely comes under that heading, and probably grants could be made to Public Libraries committees. Until that comes to pass, and it is to be hoped that



it will sooner or later, it is certainly the duty of the libraries committees to see to it that children, who are disposed to improve themselves intellectually and morally, shall not be hindered for lack of opportunity. That there is a demand for these departments is shown by the fact that, where they are provided, they are well attended.

The following idea of a suitable room and an adequate set of rules, based on personal experience, is submitted :—

The room to be used for this purpose should be situated either at the front or the back of the building, with a separate entrance from the street. It should be immediately next the lending department, from which it should be separated by a counter ; or, in the case of a library worked on the open access system, by the fittings necessary for the issue of books for home reading. Chairs and tables should be placed in the room, and, if thought necessary, open shelves. Children under the age limit for using the general reading-rooms should not be allowed in any other part of the building. Special tickets and vouchers would be required, the cost of which would be for tickets about £2 per 1,000, and for vouchers about 3s. per 1,000.

The rules suggested for the working of this department are :

(1) This room shall be open from 5 to 8 p.m. each week evening excepting Saturday (when it will be open from 10 a.m. to 8 p.m.) and on public holidays when it will be closed.

This rule requires no comment.

(2) Any boy or girl between the ages of 10 and 14 years may use the children's room after he or she has obtained a ticket. This ticket will be granted after the applicant has filled in a form (which may be obtained at the library free of charge), and which must also be signed by the applicant's school teacher as a recommendation.

With regard to this rule, the age limit is, of course, a matter to be settled by the committee adopting the scheme. By signing the form, the teacher would simply recommend the boy or girl applying for a ticket. He would not become responsible in any way. The forms should be stiff cards. When these are received at the library properly filled in, the tickets should be issued, and in each case the name of the street in which the child lives should be written on the top line of the card (*see illus.*). By keeping these cards in alphabetical order of streets, the librarian would possess a register which would be very useful, as will be shown hereafter. It would also be necessary to keep a register in the order of the children's names. The form of ticket to be used would depend on the system in use in the lending department. If an indicator were used for charging, the children's room tickets should be of the same shape as those already in use, slightly longer, and of a different colour. If "card-charging" were in vogue, the same system could be used for the children's room, the tickets being of a different colour.

(3) Any book in the library (excepting class F) may be borrowed for use in this room ; but the librarian has power to refuse to issue any work he may consider unsuitable. Books thus borrowed must be given up if required for lending out.

This rule explains the need for similarity of tickets as regards shape. Children should have the same privileges as adults in this respect ; with the exception that, if the book applied for contains matter which, in the opinion of the librarian, is unfit for a child to read, he should have the power to refuse to lend it. Books of this kind should be marked in some way so that they would not be issued to children by the assistants. The children would in this way be brought directly into contact with the staff, who could assist them in the selection of books. If an indicator were in use, tickets slightly longer than the lending library ticket and of a different colour could be placed in the indicator spaces representing the books borrowed. Thus, at a glance, the indicator would show what books were in use in the room. If after closing the room any of these particular tickets were in the indicator, it would be known that the books represented by the spaces occupied by those tickets had been taken away. These could be located by the names and addresses on the tickets. If "card charging" were used, the tickets of a different colour kept in a separate tray would give the same result. Books issued for use in this room should be stamped on the date label with a special stamp :

|              |
|--------------|
| C. R. MAY 10 |
|--------------|

(4) Home lessons may be done in this room at a special table provided for this purpose. Anyone requiring the use of ink must apply to the librarian.

This experiment has already been tried at several libraries, and has been found to be much appreciated by both scholars and teachers.

(5) Should any boy or girl misbehave in any way while in the room, the librarian has power to cancel the offender's ticket and to report the occurrence to the teacher who gave the recommendation.

This rule would have the effect of checking any disorder.

(6) In the event of a case of infectious disease occurring in the house of a ticket-holder the ticket must at once be delivered to the librarian, and the boy or girl cease to use the room until the house is free from infection. Anyone neglecting to conform to this rule is liable to forfeit the privilege of using the room.

Children coming from infected houses would in this way be prevented from using the room. The Medical Officer of Health for the district should be asked to send to the librarian daily a list of houses at which cases of infectious disease had occurred. By comparing this list with the register of ticket-holders (kept in order of streets) children so affected would immediately be discovered. Post-cards could then be sent requesting the return of the tickets, which could be suspended until satisfactory evidence was given that the houses were free from infection.

This ticket system would not entail the necessity of someone being continually at the door to inspect tickets. An occasional walk

round to see that each child in the room had either a ticket or a book stamped with the special stamp would be sufficient.

If the library concerned were worked on the "open access" system the stock of juvenile books should be placed in that part of the lending department nearest the children's room. The children should be allowed to choose from these any book to be taken away or to be read in the room, but if books are required from other classes application to the assistant should be necessary. It is inadvisable to put books on open shelves in a children's room unless the children are under constant supervision.

The success of this scheme would depend to a large extent on the co-operation of the schoolmasters of the district in which it were adopted. However, certain of these gentlemen working in various districts have stated that they are confident that all possible assistance would be given. That being so, it is submitted that juvenile reading-rooms established on this basis would become of real educational as well as recreative value.

PERCY E. FARROW, *Lewisham*.

**13. Book Exhibitions.** In the Public Library, the cultivation of literary tastes and ideals is of equal importance as is the provision of literature to maintain them, and though this is perhaps seldom fully realised in practice, much is being done to make the library the centre of education in matters relating to books and book lore.

Towards the achievement of this whole duty book exhibitions take a natural and useful place. In literature, as in science and art, the exhibition of specimens has long been recognised as possessing educational value hardly obtainable by other means, and the display of manuscripts, books, specimens of printing and binding, is a practice perhaps unsurpassed in awakening and fostering interest in books and book production.

Occasional exhibitions afford almost unlimited scope for the display of the library's resources. Anniversaries of all kinds, lectures, classes, meetings of scientific societies, and trade congresses form a few of the many occasions when book exhibitions, illustrating the particular subject, will amply reward and justify the work involved in their organisation. In this regard, and by way of illustration, a recent visit of the Federation of Master Printers to Manchester may be cited. On that occasion, in the two important libraries, the Free Reference and the John Rylands Library, exhibitions of early printed books were arranged, and while forming a special attraction to those associated with the printing and allied trades, the appreciation displayed by the general public was particularly noteworthy and encouraging.

Somewhat distinct from the foregoing are the exhibitions intended to illustrate subjects of general interest which are arranged for the special benefit of the general reader. Illustrated books on subjects of art, science, travel, and topography are particularly suitable for this

purpose. The value of illustrations in stimulating interest and as aids to the understanding of a subject can hardly be overrated, and by the selection and display of the best illustrated books much useful work may be accomplished.

In the preparation of occasional exhibitions, the important matter of subject and scope having been decided, the books illustrating the subject are selected and description cards prepared. These cards should be plainly written, void of technical terms, and should, as a rule, give author, title, date, and place of publication, as well as an indication of any special feature of the book. The books should be displayed open at the title or other page of interest, and the description card placed in a prominent position, on or at the foot of each book. The arrangement of the exhibits is necessarily governed by the space available, and by their size and number. In some libraries glazed cases are provided, and exhibitions of one kind or another maintained throughout the year. Other libraries, and notably St. Helens, have secured the use of a spare room, furnished with cloth-covered tables on which to display the books, and when proper supervision can be arranged, this method appears to be satisfactory alike to the public and to the library authorities.

On the occasion of a book exhibition, notices in the local press and an article in the library bulletin recounting the features and objects of the exhibition will do much to secure public attention not only for the exhibition but also for the library's work generally.

In this respect, and quite apart from their educational value, few librarians can afford to neglect book exhibitions as a means of popularising the library. Much seeming apathy in this direction no doubt originates from paucity of material rather than indifference, and probably it is only by the substitution of facsimiles when originals are not obtainable, and the initiation of co-operative or travelling exhibitions, on the lines of the one recently started from Gravesend, that the advantages of book exhibitions can be realised by the smallest and every library.

Permanent exhibitions vary little in general arrangement and purpose. They are designed to display, and at the same time afford protection for the library's treasures. Placed in glazed cases in a prominent position in the library, the books or other exhibits may be inspected without trouble to the staff, and escape much of the frequent handling necessary when valuable books must be brought for the inspection of every individual inquirer. Perhaps, also, the publicity thus afforded will prove a safeguard against loss or misplacement of the volumes.

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Roebuck and Thorne. Primer of library practice. Pp. 105. *Trade exhibits.*

G. F. STALEY, *Manchester.*

**14. Book Selection—Discarding.** There is no more striking fact in the history of libraries than the extraordinary rate at which they grow. We often hear of libraries starting with, say, a modest 10,000 volumes attaining in the course of a few years a magnitude of 50,000 or 100,000 volumes. And so the accumulation of the stock goes on merrily, until it suddenly occurs to the librarian or committee that in a short time there will be no shelving room left. Now, if a library is to be a useful institution it must always be adding *some* new books, and the only way to make way for those new arrivals is by discarding some of the books already in the library. However, the problem of discarding old books may crop up before all the shelving room is full. A large stock is much more difficult to handle satisfactorily than a small one, and it demands a larger staff; so in the interests of economy discarding may have to be started at a comparatively early stage. In very large libraries the difficulty generally experienced is the inability of seeing the wood for trees. If possible, however, before any part of the stock is finally done away with a preliminary weed should be taken place. Books which are thought to be no longer useful should be withdrawn from the general stock and kept apart. If they can be easily dispensed with then they may be safely discarded. A few of them may be found to be useful, and they should be returned to the general stock, as their day has not yet come.

Before considering the whole field of literature, section by section, and trying to state how each class and sub-class should be treated, a few general remarks on the subject of discarding may be made. Firstly, if the library in question be of the large museum type which aims at universality, then little or no reduction of the stock can be attempted. To take an example, such a library would have at least a copy of the first, third and people's edition of J. S. Mill's *Political Economy*, for each of those editions vary considerably. If a library which had to face the problem of discarding had three copies of this work it might safely cast off two of them, keeping the third edition only.\* Then there have raged from time to time peculiar mental epidemics which have given rise to the literature of the "burning question" or "problem of the hour." Such writings, frequently the result of the perfervid imaginings of transported enthusiasts, are for

\* The possible pecuniary value of first editions will not be taken into account in this paper. It is a problem which must be considered by itself.

the most part as valueless as anything in literature. Think of the amount of ink spilt in England over the French Revolution during the latter part of the 18th and early part of the 19th centuries. Yet how many of the works engendered by that great historical event are still read? Burke's *Reflexions on the French Revolution* and Mitford's *History of Greece* probably represent the sum total. And so the literature of the "burning question" may be discarded with a light heart, and along with this class may be put another great class of writings, generally known as "superseded literature." To this class belong all manner of ephemeral literature such as out-of-date text-books, expositions of exploded theories, etc. Mitford's *History of Greece* certainly belongs to this class, but its interest as a political document prevents it from being relegated to the limbo of things forgotten. We will now proceed to the consideration of literature section by section, and consider how each may be weeded, without the collection as a whole being reduced in value.

PHILOSOPHY.—This class is as a rule a small one, and consequently the number of books to be discarded will be correspondingly small. Out-of-date text-books, especially in psychology and ethics, should be the first to go. Old treatises on the different philosophical systems and unimportant works on logic—there are not many of the latter, however—may also be disposed of. It may be argued that those books have a certain historical, or almost antiquarian, value as showing briefly the general philosophical ideas prevalent at a certain time. But later histories of philosophy will show this quite as well and the history of the development of philosophical ideas may be also studied in the great works of the philosophers themselves, which should never be discarded. It may be argued, for instance, that James Mill's *Analysis of the human mind* is, as psychology, quite out of date. However this may be, it cannot be denied that Mill's work is a great and original contribution to this subject, and as such, takes its place among the permanent literature of English philosophy. But probably no librarian would ever contemplate discarding such a work as this, so we will not elaborate the subject further.

RELIGION.—This class is one which shows a distinct faculty for rapid growth. Wherever this has taken place it will probably be the result of accident rather than design, and it is a state of affairs which can be easily remedied. The first books to be discarded should be collections of sermons, unless they are of local interest or have come to be regarded as literature. Obsolete exegetical works and books dealing with forgotten controversies should follow the sermons. Sectarian literature is also hardly worth houseroom. Old treatises on the non-Christian religions, written for the most part before those religions were properly studied or understood, may be safely discarded. And to complete our weeding of this section those books of the namby-pamby order—we use this term for lack of a better one—should be done away with. After all this is done the class Religion will have assumed its correct proportions, and works of real interest in it will stand out all the more clearly.

**SOCIOLOGY.**—The science of sociology being of comparatively recent growth, the time for discarding its literature on a liberal scale has not yet arrived. Some of the older divisions of the subject, such as political economy and education, should be revised. But here again we must be careful not to discard the important and epoch-making treatises. Politics (or the science of government) has such a slight literature (*vide* Amos' *Science of Politics*, pp. 21-22) that its revision calls for little attention. If the library has a collection of books on law the correct editions should be procured and the others discarded. Important political and social events should be represented by historical *résumés*, but the fire-works they call forth discarded as soon as the question has ceased to be a burning one.

**PHILOLOGY.**—This is a small section and wants but slight revision. Old dictionaries of the unimportant kind may be discarded if replaced by better ones.

**NATURAL SCIENCE.**—The literature of the natural sciences presents a fruitful field on which the energies of the enthusiastic discarder may be expended. Scientific works are so soon out of date that it is as well to withdraw the ordinary type of text-books as soon as they have been adequately superseded. But it should first be ascertained if they *have* been adequately superseded. Important epoch-making books such as Lyell's *Geology* or Spencer's *Biology*, should be kept, first editions as well as revised ones. Illustrated works of the kind published by the Ray Society should also be kept. Scholarly monographs should again be discarded very sparingly. As they represent original research they are seldom superseded. Books of the "popular science" type may be weeded freely, but it would be as well if they were bought sparingly. Mr. Brown's advice on the treatment of this class may be followed safely: "All ordinary text-books of any science, save mathematics and occult science, may be discarded when twenty years old."

**USEFUL ARTS.**—The remarks which have been made as to discarding in the Natural Science section may be applied to a considerable extent here; indeed the literature of certain sub-sections of this class of literature, *e.g.*, electrical engineering, becomes more quickly out of date than even the strictly scientific literature. But, to again quote Mr. Brown, "patents, specifications, recipes, books on household arts and all finely illustrated books should be retained."

**FINE ARTS.**—In this division books should be discarded very sparingly. There are very few text-books on the fine arts and they do not go rapidly out of date. In fact it is questionable if they go out of date at all. A text-book describing the *modus operandi* of the Greek sculptors, even if written two thousand years ago, would still be valuable. But a text-book may be bad, and as soon as the general weight of competent opinion inclines to this decision the book should be discarded, no matter when it was procured. Collections of engravings and all finely illustrated works should be retained. If the library has been in the habit of collecting inferior music the librarian may put in a useful half-hour or so in discarding. Inferior editions of the classical composers' works might also be withdrawn to be

substituted of course by good editions. Books on amusements may be allowed to wear themselves out.

LITERATURE. The number of books upon literature, criticisms, histories, &c., is so great that occasionally this fertile growth must be weeded a little. But great care must be exercised. Only those books which are noted for inaccurate information or detestable criticism, and they are pretty numerous, can be safely discarded. A word may here be inserted on translations. Most great foreign writers have had several translators, and as a rule only one is good. Our advice is keep, or procure, the good translations and discard the rest. The works of poets and dramatists who are dead and forgotten should be discarded. Fiction will cause but little trouble. With it the question is not, What shall be discarded? but What shall be replaced? for the fiction will wear out rapidly. The replacement of fiction is rather too burning a subject to be discussed here; and also it hardly comes within the scope of the present article. There is a considerable number of old collections of essays, miscellaneous studies, and "thoughts" (on nothing in particular) which should be rapidly discarded. Only a person who has gone conscientiously through a collection of old literature can guess the tremendous number of people who have dreamed dreams and seen visions and unfortunately published them. Such literature is practically worthless. Collected editions of great writers should however never be discarded unless replaced by better ones.

BIOGRAPHY.—The first books in this class to be withdrawn should be the lives of nonentities. Biographies which are known to be inaccurate and out of date may also be withdrawn. But contemporary biographies and autobiographies should never be discarded. Collected biographies should as a rule be retained, but this remark does not apply to a certain class of "biographical studies," which are mere collections of bad or mediocre essays by inferior writers.

GEOGRAPHY AND DESCRIPTION.—There is no department of literature in which the librarian, bent on reduction of stock, is more inclined to work than this. And yet greater care must be exercised here than almost anywhere else. About seventy-five per cent. of the books in this division are valueless; the difficulty is however to find the other twenty-five per cent. Frequently the value of a geographical book increases as it gets older on account of its being contemporary evidence of a state of affairs long since passed away. But for the French Revolution, Young's *Travels in France* would have been only regarded as a book of "Travel pictures" order, somewhat superior to the ordinary it is true, but not worthy in itself of the fame which has been thrust upon it. Moritz's *Travels in England* is quite as interesting and well-written a book as Young's, but as it does not record events prior to a terrific *débâcle* it has fallen into oblivion. And so we see that a fortuitous course of events may make books, even of the ordinary globe-trotting description, famous, so that they cannot be discarded. Those are however just the books which may as a rule be discarded, for the bulk of them are merely the result of idle hands which have



nothing better to do. Guide-books, when replaced by modern editions, should be discarded. Old gazetteers have a distinct antiquarian value, and should not be parted with too readily. Pioneer works of exploration should be retained. In this class many books which are otherwise worthless have interesting illustrations. It would almost be worth while to preserve the latter while parting with the books themselves.

**HISTORY.**—Contemporary histories and works which are now classics—Clarendon's *History of the Great Rebellion* is an example of both—should not be discarded. The ordinary run of text-books may be safely discarded if superseded by more modern ones. All works which are the product of original research should be retained.

**GENERAL WORKS.**—All works of a bibliographical nature should be preserved. Old encyclopædias have a certain antiquarian value, and modern editions do not always completely supersede the older ones. The eighth edition of the *Encyclopædia* is still frequently quoted for certain matters, and the *Penny Encyclopædia* is celebrated for its mathematical articles. Periodicals of the lighter order may be guaranteed to wear out in a few years, so the discarding need not concern himself with them. The preservation of the other kinds of periodicals is a much debated point and the only remark to be made here is that different libraries have different needs. Old files of newspapers, special collections and book rarities, it need hardly be said, should never be discarded.

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JAMES D. YOUNG, *Greenwich*.

**15. Display of magazines.—Closed method.** The treatment of the current numbers of periodicals has been for a long time a controversial topic among librarians. The various systems are briefly explained in Mr. James Duff Brown's *Handbook of library appliances*, but here I will confine myself to what is properly called the "closed method."

Periodicals are displayed alphabetically in the required number of spaces, over which there is a wire or glass protection. When a borrower desires to consult a magazine, he fills in at the counter a printed form

giving his name, address and occupation in addition to the name of the magazine required. The attendant hands the magazine to the borrower and leaves the application form in the space which the magazine originally occupied. When magazines are returned the application forms are put on a small file, and at the end of the day are arranged according to the names of the magazines they bear. By this system it was possible to tell the number of magazines borrowed daily and also the number of times any one magazine was issued. When any periodical was in demand, the borrower was not allowed to retain it longer than half-an-hour. This "closed method" was a protection against the loss of magazines as for each one issued the attendant held a receipt. Mainly owing to the large amount of labour involved in the working of this system, and the frequent complaints by visitors of having to wait for magazines, this system of working the closed method is now almost a thing of the past.

Another system of keeping magazines under the closed method was described by Mr. Henry D. Roberts in *The Library*, volume 10, page 33. This system can be best explained by quoting Mr. Roberts:

"We allow no periodicals to remain on the tables. They are placed in the charge of the reading-room attendant, and each reader asks for the paper he requires. Of course an indicator was needed.... It consists of a series of moveable wooden blocks arranged in columns. These blocks are about three-and-a-half inches long, by a quarter of an inch wide and about three-eighths of an inch broad, and on them are pasted the printed titles of the various periodicals which may be had on application, the blocks of course being arranged in alphabetical order. Between each column is a strip of wood about three-quarters of an inch broad, lacquered black. Opposite each title is pierced a hole in this strip. The whole indicator is firmly fixed in a frame. The front of the frame facing the public is glazed, whilst that towards the staff has the blocks only glazed. The holes referred to are filled with pegs about an inch long, and a little more than one-eighth of an inch in diameter. These pegs are lacquered black on the one side, and white on the other. When a periodical is in use the peg is so placed that the white spot faces the reader, and shows up with great distinctness on the black ground, whilst when it is free the peg is reversed."

JAMES B. THOMSON, *Aberdeen*.

**16. Bookbinding: Orders and Checking.** Book-binding orders must be considered in their relationship to both the binder and the library authority. Although the binder's orders either directly or indirectly concern the library staff, it has been thought desirable on practical grounds to separate the instructions which concern the binder from those which directly affect the staff.

**INSTRUCTIONS TO BINDER.** Library binding is, or should be, done according to contract, whereby the binder undertakes to bind books at

stated prices in accordance with the conditions set forth in a specification or schedule drawn up by the library authority. This schedule forms the binder's standing orders, and should clearly specify what is required so that there need be no excuse, on the part of the binder, for variation from the text. The general requirements are embodied in the draft specification given in section 344 of Brown's *Manual of Library Economy*. The following conditions should also be observed : (1) Persons tendering must forward samples of the style in which they propose to bind the books in accordance with the specification, and the contractor must leave such samples in the possession of the library authority during the period of the contract. (2) An invoice stating the quantity, description and price for binding the books must be delivered on the return of each batch of books.

The general conditions having been settled, the binder should be provided with diagrams or other form of instruction in exemplification of any particular clause in the schedule, as, for example, that relating to the arrangement of lettering. Such instruction should ensure uniformity by fixing the form of lettering and the style and colour of materials to be used for certain books. There is a diversity of opinion with regard to details in the arrangement of lettering. Most librarians and binders adhere to the orthodox way of putting the title first (generally in the second panel), the author's name in the centre, and the location or class number in a lower panel at a uniform distance from the bottom. Others, thinking to aid quick reference to books, put the class number at the top of the book, the author's name next, and the title in the centre panel, followed by any additional lettering that may be necessary. Doctors will always disagree, and it would be useless to attempt to lay down hard and fast rules for general adoption in a matter of this nature ; but every library authority should endeavour in its own system to secure uniformity in lettering and other details of bookbinding. For specimens of various forms of lettering the reader is referred to Brown's *Manual*, wherein will be found a number of diagrams which illustrate the principle though not necessarily the letter of the law. Provided with similar diagrams the binder should find little difficulty in carrying out a consistent form of lettering.

A colour scheme should be drawn up, and a copy included in the binder's instructions. The colours can be arranged to distinguish between author and author and between class and class (see Staff instruction, 6). It is a good plan to select the styles and shades of materials from the binder's catalogue, and so definitely fix the colours ; for unless this be done it will be found that to the average binder's eye red, for example, will be any and everything from crimson to a bright scarlet.

With each book the binder should receive particulars as to how that book is to be bound. The most convenient method is to write the necessary instructions on printed slips which can be enclosed in the books to which they refer. This slip should give instructions as to style and colour, and should set out the lettering as it is to appear on the book. A convenient form of slip is here shown :

The slip, in conjunction with the binding register (see Staff instruction, 2), acts as the record of books sent and does away with the need for a ruled sheet which is sometimes used. Another method is to have a book of slips, several slips to a page, perforated and progressively numbered, with a counterpart page unperforated. The slips are written

|   |                              |
|---|------------------------------|
| No. 1001.                                     | Date sent <i>July 31 '07</i> |
| LETTERING                                     |                              |
| TITLE <i>Contemporary France</i>              |                              |
| AUTHOR <i>Hanotaux</i>                        |                              |
| VOL. No. <i>1</i>                             |                              |
| CLASS No. <i>R</i><br><i>130</i>              |                              |
| Material & Colour<br><i>1/2 mor. (Maroon)</i> |                              |
| Other Instructions                            |                              |

and at the same time copied on to the counterpart page by the aid of carbon paper. This method has an advantage in the matter of time, but the permanent record, when the carbon paper becomes worn, leaves much to be desired. The formal order to the binder should contain a reference to the numbers on the slips as a check on the books sent, and might be framed somewhat as follows :

Please bind, as per contract,.....volumes sent herewith, according to instructions given on the accompanying slips, Nos.....to.....  
Please note that the slips are to be returned with their respective books.

**STAFF INSTRUCTIONS.** So far we have dealt with the instructions to the binder. Now let us consider the details which affect the library staff. The librarian or assistant responsible for the binding is confronted with a quantity of books in varying stages of dilapidation. To aid him both in the preparation of these books for the binder and in the subsequent checking, a code of rules is most desirable if not absolutely necessary. The following will, it is hoped, with the modifications necessitated by individual methods, be found generally applicable.

*Preparation for the despatch of books for binding.*

1. Include all books except those which can be repaired on the premises, very dirty books, books with many sheets torn at the folds, books re-sewn in home bindery unless clean and paper strong, imperfect books.

2. Arrange the books for binding alphabetically by authors' names, and enter in binding register, as follows :

| Binding No. | Title.              | Author.        | Vol. | Class or Accession No. | Date    |       |
|-------------|---------------------|----------------|------|------------------------|---------|-------|
|             |                     |                |      |                        | Sent.   | Recd. |
| 123         | <i>Essays</i>       | <i>Carlyle</i> | 1    | N305                   | Aug. 20 | 1907  |
| 124         | <i>Oliver Twist</i> | <i>Dickens</i> |      | 18729                  | "       |       |
| 125         |                     |                |      |                        |         |       |

3. Copy the items from the register on to the slips provided for that purpose ; place these slips in the books to which they refer.

4. The lettering is to be in accordance with the official diagrams. (See Instructions to binder.)

5. The materials to be used are :

|                  |                  |
|------------------|------------------|
| A. Half morocco. | D. Quarter roan, |
| B. „ pigskin.    | E. Art linen.    |
| C. „ roan.       |                  |

Use A in cases where the paper is light and strong and the book is likely to last a few years circulating with moderate frequency.

Use B in cases where books are large and popular and the paper heavy in texture.

Use C for popular non-fiction that is likely to wear out in from eighteen months to two years.

Use D for slight small books only.

Use E for fiction (except in cases where the paper is of sufficient strength to justify a better binding, in which case use A or C) and for non-fiction which is likely to remain on the shelves the greater part of the time.

6. Arrange colours according to the following scheme :

| Classes.                        | Colour.    |
|---------------------------------|------------|
| A. Generalia... ..              | Buff       |
| B-D. Physical Science...        | Dark Blue  |
| E-F. Biological Science ...     | Dark Green |
| G-H. Ethnology and Medicine...  | Brown      |
| I. Economic Biology ...         | Light Red  |
| J-K. Philosophy and Religion    | Black      |
| L. Social and Political Science | Maroon     |

| Classes. |   |  |  | Colour.   |
|----------|---|--|--|---|
| M.       | Language and Literature...                |  |  | Olive-green   |
| N o.     | Fiction ... ..                            |  |  | Red and Blue (alternately according to initial letters of authors' names) |
| N 1.     | Poetry ... ..                             |  |  | Yellow  |
| N 2.     | Drama ... ..                              |  |  | Brown   |
| N 3.     | Essays ... ..                             |  |  | Red   |
| O-X.     | History, Geography, Bio-<br>graphy ... .. |  |  | Maroon.   |

7. Take a rubbing of each serial, write the necessary instructions on the back in engrossing ink, and supply to binder.

[The rubbing is thus prepared: Take a piece of white tracing linen and cut to *exact* length and breadth of the back of the volume of which the rub. is required. Hold tightly in position, unglazed side upwards, and with a cobbler's heel-ball rub carefully yet vigorously, with a downward stroke, until the rub. is a recognisable copy of the back of the volume; all lettering and indentation, such as lines and fancy tooling, being nearly white, the rest dark, and all projections darker.]

8. Generally old or characteristic bindings should be preserved and special instructions sent to the binder. Before dealing with these books submit them to the chief librarian.

9. If a section or part of a section be missing from a book in print, apply to the publisher for the missing section. If it cannot be supplied leave sufficient guards.

*Receipt of books from the binder.*

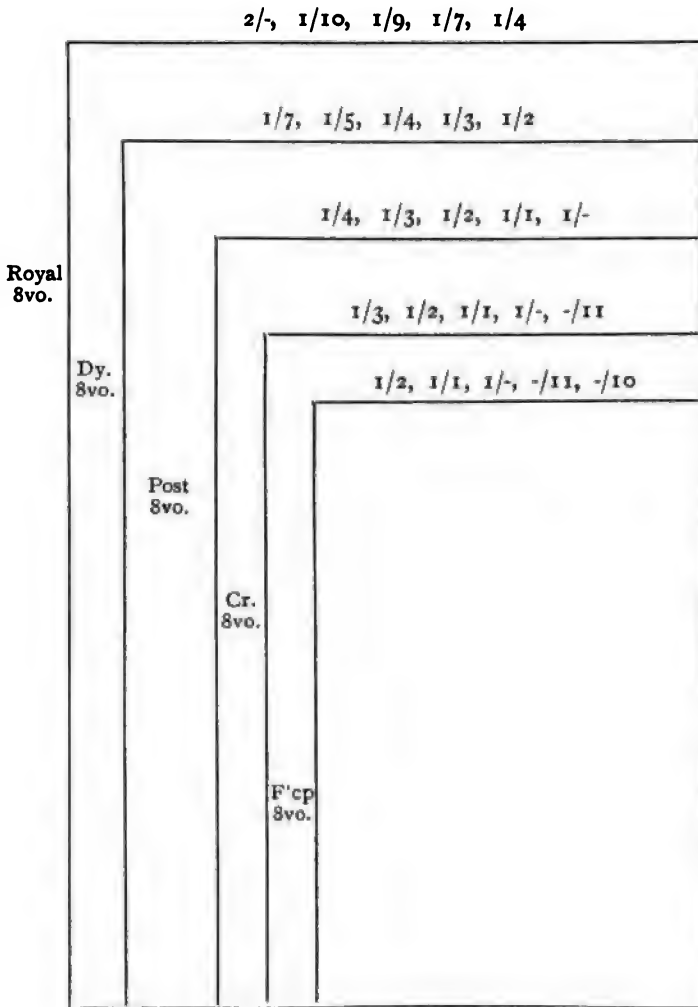
10. Check carefully as to *lettering*, *colour*, and *style* by the aid of the binding slip. Check *size* and *price* by the help of the binding scale. By laying the book flat on the scale the price can readily be ascertained.

11. Tick off the items if correct on the binder's invoice. Should it be necessary to return any books for correction, pencil the particulars against the items on the invoice.

12. After checking the books arrange the slips in the order that the books appear in the binding register, and cancel the entries by filling in the date of return.

13. Open rebound books carefully, beginning simultaneously at each end and working towards the centre of the book.

The work of checking is more or less mechanical but in the case of binding it requires, in addition to a keen eye and ordinary intelligence, a knowledge of bookbinding on the part of the checker. The binder may not intentionally mean it, but occasionally there appears a book presumably bound in roan, which on closer examination is found to be encased in what is known in the trade as "skivers," and which is calculated to wear about half as long as a good piece of brown paper.



BINDING SCALE (REDUCED).

Binders vary much as to spelling, colour-blindness, and financial ability ; but however accurate a binder appears to be, his work should be carefully checked, for the time spent in so doing may save a deal of trouble at a later date.

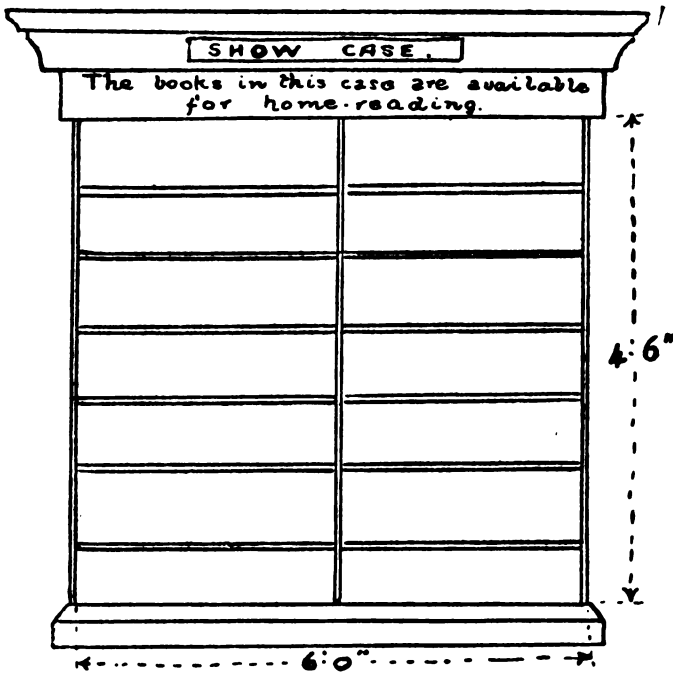
HENRY T. COUTTS, *Islington*.

**17. Show-Cases for Books (2).** The popularity and usefulness of a Public Library depends, to a great extent, upon the methods adopted for bringing into prominence its contents.

In libraries where the public are permitted free access to the books, much good work has been accomplished by aiding readers in their selection of literature, and making them familiar with the various authors and subjects.

This excellent system is not possible or even practicable in all libraries, therefore it is necessary to devise some means by which the public can become acquainted with the contents. In such libraries showcases can be utilised with advantage.

The object of these is to exhibit a selection of the books in the library, and the size and number of show-cases required will be governed, to a large extent, not only by the available counter space, but also by the system of classification in vogue.



Presuming that the stock is arranged in ten main divisions, one of these being fiction, it is only necessary to provide accommodation for a selection from the remaining nine. This being usual, one show-case measuring 4-ft. 6-in. high by 6-ft. wide, inside measurement, divided by



a centre partition, with five shelves either side, will be ample provision for the exhibition of about 260 volumes if placed side by side. The arrangement of the books showing title pages or illustrations will lessen this number considerably. The front edges of the shelves should be marked with the name of the class represented, so as to enable readers to more readily make their selection. [FIG. 1.]

In addition to this a notice should be fixed to the top of the show-case conveying the information that the books are available for home reading.

The system of exposing the title page or illustration of a book has been proved to achieve better results than by merely exhibiting the back of the book.

The contents of a show-case should be changed frequently, and no opportunity should be lost in bringing before the public works relating to events of current interest. Should the library be situated in an industrial centre, a special display might be made of the works dealing with that particular industry.

These show-cases have proved excellent means of inducing the reader to consult the more serious works, which is a step in the direction of educating the public, thereby ensuring the usefulness of the Public Library.

HARRY PETERS, *Lewisham*.

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As this section of the *Library World* especially appeals to assistant librarians, attention is directed to the opportunity offered by the Library Supply Co. for assistants to obtain on favourable terms some important technical publications treating of the various branches of Library Administration. Such publications as these should be regarded by assistants as *necessary tools* for use in their daily work, and as the Deferred System of Payments is so easy in its conditions, no assistant, who desires to rise in his profession, need remain without, at any rate, a selection of these text-books.

Two pages in the advertisement columns give a list of the books in question, and as most of them are professional text-books of importance, no assistant should neglect this opportunity of enriching his private library on easy terms.



## THE GLASGOW LIBRARY CONFERENCE. AN IMPRESSION.

o o o

THE Glasgow meeting of the Library Association, which was the thirtieth of the annual series, may be described as the largest, best organised and most sociable ever held. To begin with, the weather, for Glasgow, was phenomenally good, and in consequence there was an absence of that climatological bad temper which frequently results from rain; and another good arrangement was the concentration of most of the members in a few hotels instead of being scattered all over the place. These circumstances all made for sociability, and greatly helped to make the local programme a complete success. The arrangements made by Mr. Barrett, his assistants and the Local Reception Committee were very complete, and the information-desk part of the business side of the Conference may be described as perfect. On the professional side nothing of special importance was accomplished, and, as has already been remarked in these columns the programme of papers was poor, uninspiring and tame. The only paper which forsook the arid ruts of technology was Mr. Tedder's able and suggestive survey of the "Librarian and his relations with books," which, however, was quite inadequately discussed, although it reached a higher level than any other contribution. The most successful papers were those of Messrs. Sindall and Davenport, both with lime-light effects, and it may also be said, both given with remarkable ability. A first-rate note was struck in the presidential address, which took a high line and was stimulating in quality, as well as being eminently practical in one or two respects. The plea for more effective limitation of the newspaper element in libraries was rather surprising, coming as it did so soon after the very different finding of the Cambridge meeting in 1905; and one wonders if the aspect of the Glasgow district reading-rooms with their lavish provision of 668 newspapers had anything to do with this plea. It is, at any rate, a subject for reflection if it is really worth while equipping a library system with 668 newspapers, and only recognising monthly and quarterly periodical literature to the extent of 575. In Glasgow, as in many other places, Continental and American scientific, artistic and technological periodicals are very largely neglected in favour of all kinds of comparatively valueless broadsheets, which are filed at great cost and have only a very narrow local interest to recommend them. Mr. Carnegie's remarks on librarianship were very much to the point, and it is to be hoped he will yet see his way to make practical application of his own theories by endowing a central Library Institute for the systematic training of librarians and the control of bibliographical work in Britain. The laying of the memorial-stone of the new Mitchell Library building was a most

important event in the history of Glasgow, and in two or three years one may hope to see the valuable and varied stock now inadequately housed in Miller Street transferred to a splendid new home.

The Conference actually commenced on Monday evening with a reception in the City Chambers, the somewhat misleading title of one of the most magnificent town halls in the world. Here nearly 2,000 people gathered, and, as at Birmingham, swallowed up the Library Association.

Tuesday's proceedings included a very fine luncheon in the City Chambers as part of the ceremony of founding the new Mitchell Library, and Dr. Carnegie and others spoke, although most of them were inaudible owing to the size and construction of the hall.

On Wednesday, after papers, lunch was provided by the Local Reception Committee at the Grand Hotel, after which members were driven in four parties round some of the district libraries. The annual business meeting was held in the evening, and, as was anticipated, after a long and lively discussion on nothing-in-particular, the Association resolved to let well-enough alone, and not tinker with the constitution at the dictates of a few discontented members. Every amendment of the constitution proposed was lost, and the Association stands exactly where it did before certain members entered upon a campaign of unrestrained criticism of the Council, which has now ended in a hopeless *fiasco*. As a matter of fact it was clearly made manifest at Glasgow that all the alleged unfriendliness between London and the provinces was largely journalistic froth stirred up by a few young men who will doubtless learn more restraint as they get older. The whole tone of the Conference was sociable and friendly in the extreme, and outside certain small coteries only goodwill and good-fellowship were manifest. However, it is needless to discuss this subject further, as it has been recently interred for the present.

On Thursday the various chairmen or secretaries of Council committees reported on the year's work, and it was announced that the Cataloguing Rules Committee had finally completed their labours, though Mr. Hanson, the American delegate, declared that the adjustments made and accepted would involve some delay in the final publication of the code. In the afternoon, when lunch had again been provided by the Local Reception Committee, the members visited the University, and spent some time examining its treasures and enjoying afternoon tea. Here also a large photographic group was taken. In the evening the annual dinner took place at the Grand Hotel, and at this a presentation was made to Mr. H. D. Roberts of Brighton, for his excellent work in connection with the Education Committee.

Friday will long be remembered by all the members, as a glorious steamer trip down the Clyde from Greenock, through the Kyles of Bute, round the island of Bute to Kilchattan Bay, and hence by coach to Mount Stuart and Rothesay, from which a return was made by steamer to Greenock, and hence by rail to Glasgow. The weather was perfect and everyone enjoyed the beautiful scenery on the estuary and lochs, and on the estate of Mount Stuart, where the Marquess of Bute has his

magnificent house. This was only seen in part by the visitors, as some time was lost arranging another photographic group in front of Mount Stuart House, so that only the hall and chapel could be seen. In all other respects the outing was a splendid success, and all who went will long remember the glories of the West Highland hills and the lovely Kyles of Bute.

No arrangement has been made for next year's Conference, but a general opinion prevailed that it should be held either in London or on the Continent.



## THE SHEAF CATALOGUE.

By JAMES DOUGLAS STEWART, *Islington Public Libraries.*

o o o

(Continued from page 86.)

### IV.—HANDWRITING FOR MANUSCRIPT CATALOGUES.

20. Printing is beyond the means of the average Public Library for purposes such as a sheaf or card catalogue, and recourse has to be made either to typewriting or handwriting. The leaves of a sheaf catalogue can be used in a typewriter quite easily, but there are a number of objections to typing the entries. Typewriter ink is rarely permanent to begin with, and its effect after a year or two is extremely unsatisfactory. An examination of any of the typed catalogues in use will show this fairly conclusively. Black is the most satisfactory of

A B C D E F G H I J  
 K L M N O P Q R S  
 T U V W X Y Z  
 a b c d e f g h i j k l m n  
 o p q r s t u v w x y z  
 1 2 3 4 5 6 7 8 9 0

FIG. 5.

the colours, and red is the worst. This applies to all makes. Then, again, it is very difficult to get any distinction of type, and this is a point that, as a rule, plays an important part in the making of a catalogue. Colours cannot be used for this purpose for the reason given above. Another objection, of minor importance, is that usually only one member of a staff is the typist, and this means that the whole catalogue must pass through his or her hands. If the typist is ill or absent, the catalogue must wait; and if the cataloguing work should need accelerating for any purpose, the only way to do it would be to buy another typewriter and engage or train another typist. As a final small objection to typing, it may be pointed out that a written copy has to be made out in any case for the typist.

21. Handwriting, if done according to the following rules and examples, is quite as clear and less tiring to read than typewriting.

22. A disjoined, half-printed hand is frequently employed in manuscript catalogue work. A large number of alphabets, with varying letter-forms, are in use, but the best is a plain, open letter, such as that illustrated (Fig. 5). This hand is easily cultivated, and with a fair amount of practice can be written almost as rapidly as ordinary careful script. Its appearance when in use is shown in Fig. 7.

23. For various reasons, the use of this disjoined hand throughout the recommendations and examples that follow is confined to catch-words and headings, and an ordinary running hand employed for the text of the entries. It is more difficult to secure a satisfactory style in this than in the printed hand above, but the following (Fig. 6) is submitted as a suitable model:—



FIG. 6.

24. In writing the first of these alphabets, the printed hand, care should be taken to add nothing to the outlines given. The outlines given have been specially selected for clearness when in use, and this effect has, to a large extent, been attained by leaving out all superfluous lines. In the capitals, especial care should be taken with M, W, U, and V. The central strokes of the M should come right down to the line, and not left suspended at the top as is often done. The same rule, reversed, applies to the W. With the U and V, a clear distinction must be made between the rounded and the pointed base, or confusion will inevitably result. The lower case letters of this alphabet are perfectly straightforward if care is taken to follow the copy exactly.

This style of Handwriting can be used throughout a Library's Manuscript Catalogue. In the examples given here it is only used in writing Catchwords and Headings.

FIG. 7.

This style of Handwriting can also be used throughout a Library's Manuscript Catalogue. In the examples given here it is used for the text of the entries only.

FIG. 8.

25. The second alphabet, the running hand, calls for little more comment. The capital letters are essentially the same as in the first alphabet, exceptions being made in the case of I and L. These exceptions are made because the alternative forms join on to and harmonize better with the lower case letters, but of course they need not be made unless thought desirable. If these capitals are *written* like ordinary writing, they harmonize perfectly with the lower case, and no

one looking at a page of manuscript on which they appeared would notice that they were not ordinary capitals—unless from their greater legibility. Care must be taken, however, to avoid the beginner's usual fault of *printing* these capitals in a much heavier and larger style than the lower-case text. With the lower-case letters the principal rules to observe are uprightness and roundness. All points and sharp corners should be avoided, and the result will be as clear as is possible by any means. The pointed portions which should be looked for and eliminated are those such as appear in the connecting curves between letters, those at the ends of loops, and those at the bottoms of such letters as b, c, e, l, etc., and the tops of e, g, m, n, q, etc. The copy should also be carefully followed for the lower-case r and x in Fig 6.

#### V.—GENERAL RULES.

26. The nature of the catalogue to be provided for a library is governed by the methods in vogue at the library. In a classified library, for example—especially where classification is combined with access to the shelves—an author and title catalogue will be found most useful, because subjects are already physically distinguished and individually accessible. In such a case therefore the author and title catalogue should be the first provided, and other forms can be added later as opportunity arises. In an unclassified library, any one form of catalogue only answers a particular variety of questions, and it is therefore absolutely necessary to provide both an author and title and a subject catalogue, or a combination of these in a dictionary catalogue.

27. These considerations have been taken into account in the arrangement of the following sets of rules. The author and title catalogue is treated first as being the simplest form, and because the rules for its compilation underlie and lead up to subject and dictionary cataloguing. The subject catalogue is treated next; and then the dictionary catalogue.

28. There are a number of general rules however which apply equally to all forms, and for convenience and to avoid repetition these are dealt with in this section. They deal with matters of form as well as mechanism, and are to be considered as a necessary preliminary section of each of the codes set out in later sections.

29. All the rules and examples have been prepared as far as possible with a view to their application to any code of cataloguing rules. Thus it is hoped that with very slight or no alteration they can be applied to any existing practice.

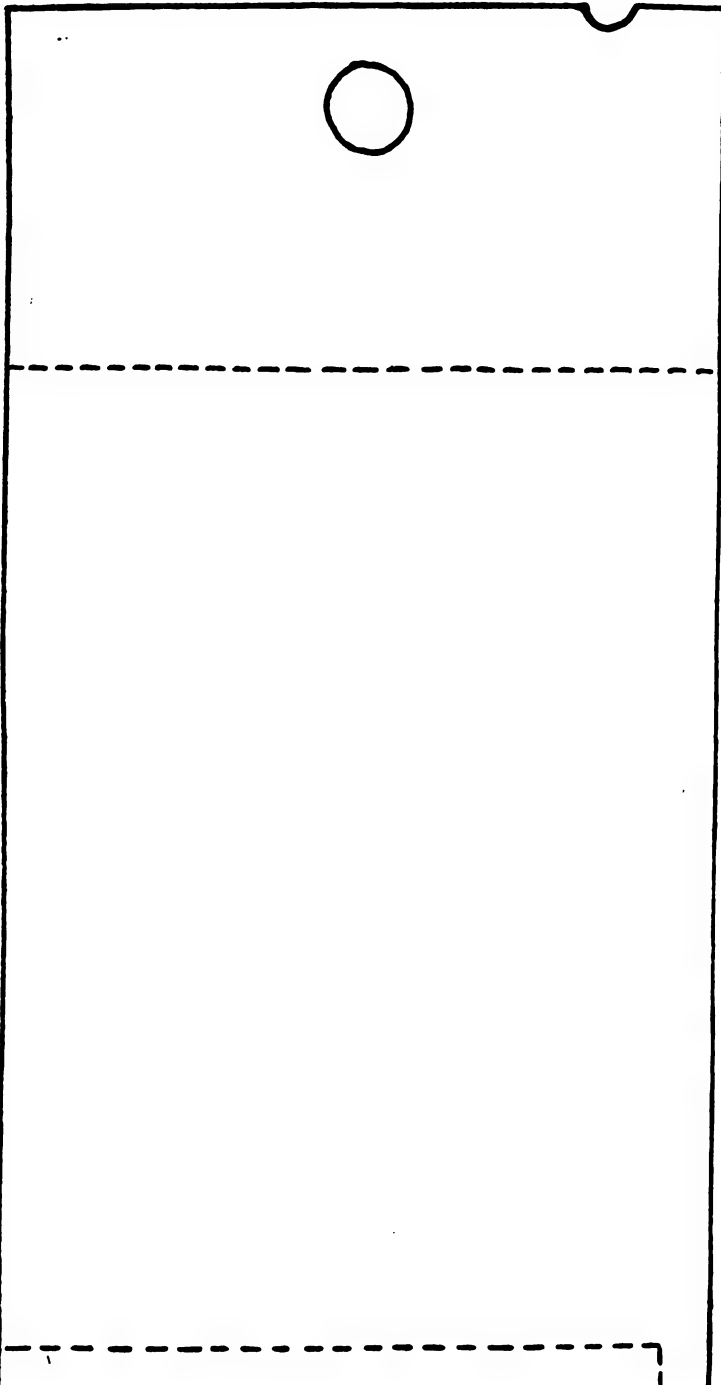
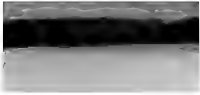
#### GENERAL RULES.

##### *Applying equally to Author and Title, Subject and Dictionary Catalogues.*

#### 30. *Definitions.*

*Entry.*—The entire description of a book given in any part of the catalogues.

*Author entry.*—The entry appearing under the author's name.





*Title entry.*—The entry appearing under the first word not an article of the title.

*Subject entry.*—The entry appearing under a subject.

*Catchword.*—The heading chosen for the entry. It may be (a) the author's surname; (b) the first word of the title not an article; (c) the word or number, or combination of these representing a subject; (d) a word or name, other than the above, under which it is advisable that an entry should appear.

*Imprint.*—Particulars of illustrations, date and place of publication, number of volumes, &c.

*Annotation.*—A description of a book added to the ordinary entry.

*Class Mark.*—The mark by which a particular work is located.

*Reference.*—An entry under any name, word, or number referring to any other name, word, or number.

31. *Writing area.* The written matter on the sheaf catalogue slip to be confined to the limits shown by the dotted line in Fig 9. This leaves a soiling margin of  $\frac{1}{4}$ " at the fingering ends of the slips, and a binding margin of about an inch between the hole in the slip and the beginning of the writing (or about 2" from the left edge of the slip). As no fingering takes place at that part of the slip, and to allow the catchword to be written close up to the corner, the  $\frac{1}{4}$ " margin is stopped near the top as shown in diagram (Fig. 9).

32. *Punctuation.* This and other minor points to be determined by local usage. Otherwise the system of punctuation used in the succeeding examples to be followed.

33. *Capitalisation.* Like the above to be governed by local usage. Otherwise use capitals only where grammatically necessary, and in addition always capitalise the arranging word of a title whether preceded by an article or not; *e.g.*—

The Day's work  
The Annals of the parish  
A Garden diary

34. *Handwriting.* For the sake of clearness, the printed hand (Figs. 5 and 7) to be used for all catchwords and headings, and for all headings and authors' names appearing in the actual entry. The running hand (Figs. 6 and 8) to be used for the ordinary text of the entries.

(To be continued.)

[Owing to an oversight last month one block was omitted from the section on Handwriting and the remaining blocks were wrongly numbered; the section is accordingly reprinted correctly.—ED.]

## THE "NEW MANUAL."

o o o

BOOKS, like their makers, are neither all good nor all bad ; but are a compound of both. The responsible review must therefore recognise both. The sloppy "appreciation" which professes to see in every amateur student of human nature a rejuvenated Dickens, and in every delineator of contemporary manners a new Thackeray is equally unreliable with the "slating" *critique* which condemns everything. The new edition of the *Manual of Library Economy*, by James Duff Brown (Library Supply Co., 1907, 8/6 net) does not differ in any way from other books in respect of this composite nature.

The first issue was addressed in some measure to library authorities, while this edition is put out as a practical handbook of the technology of library work. There is room for a difference of opinion regarding the omission of the information for library authorities because many of them are in dire need of constant tuition. The first edition did a good work in this respect, but possibly it will be less necessary to train up young authorities in the way they should go when the somewhat belated pamphlet for library authorities is issued by the Library Association. The secondhand price of the first edition of the *Manual* reached a figure as high as sixteen to eighteen shillings, and it would be interesting, in view of the omission of some of the information for authorities, to learn if there is still a demand for this early edition.

The *Manual* is what it is claimed to be, "a fairly complete textbook of modern library practice." As such it is absolutely indispensable to every librarian, whether he is municipal or non-municipal. It is the only comprehensive professional handbook obtainable, so that there is no choice in the matter. "Brown's *Manual*," as the book is familiarly styled, is a *sine quâ non* of every library. The width of its scope necessarily limits the detail of its treatment. Work so involved as ours is cannot be minutely treated of in a single handbook, even though, as is the case, the handbook runs to more than 430 pages. It will be as well here to dissipate the idea which may be forming that with the aid of the *Manual* an untrained man may run a library straight away off his own bat. I am sure the author would be one of the first to deprecate any such intention.

The first section deals with "Foundation and Committees." The legal aspect of our work is one of the most important seeing that "about ninety per cent. of all we do is not mentioned in the Act." Whether this saying is true or not, it is fortunate that the section is one of the most adequate in the book. Library law lags only a little way behind the law of libel in ambiguity and obscurity, and nearly equals the eccentricity of the vaccination laws in its administration. But the masterly way in which Mr. Brown deals with the subject throws the fundamental principles into bold relief.

It was perhaps necessary to adopt some such arbitrary method as that used in the Estimates of Expenditure, to present any figures at all ; but one cannot agree that the proportion of expenditure upon any item is likely to be the same in a library with an income of £100 as it is in a library enjoying £1,000 a year. To this extent the tables are misleading to any but the expert. The estimated expenditure under the heading "Rates," too, is deceptive. If the library is assessed for the payment of local rates at all £5 is altogether an inadequate amount to set aside on a building for a library with a thousand a year. It is much more likely to be £50 per annum.

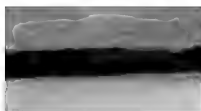
On questions of the appointment of a librarian and his duties and the duties of his assistants Mr. Brown is only what he could not help being—excellent.

Under general remarks on buildings the author makes some telling points against the overbuilt small library, and the abortive plan designed by inexperience and adopted by ignorance. The evils resulting from these two faults or misfortunes, whichever they are, are so great and are so fraught with danger in the future, that they should be protested against in season and out of season. In all too many cases Mr. Carnegie's gifts might have been cast into the sea for all the good the buildings will be in ten or twenty years' time. This is the more to be regretted because where the general public become cognisant of it they put it down to some great error in the library movement, by process of involved reasoning known only to themselves, instead of crediting it to the incompetence and the cheese-paring policy of their local council. This section is illustrated by a number of excellent blocks of the most recent library plans and fittings.

In Division V., Book Selection and Accession, a strong appeal is made for what Mr. Brown calls the "workshop library" as opposed to the indiscriminate storage of books. This latter is usually another sign of incompetence, but the advantage of constantly weeding out stock and keeping a smaller number of the best and most up-to-date books on all subjects easily available, cannot be under-estimated. Accession methods are dealt with in this same Division V., but it is to be regretted that more notice has not been devoted to the use of cards for this and for other purposes. The cult of the card is rapidly becoming a disease in business method, it is true, but that is really no reason why the very great usefulness of cards for so many purposes other than charging and cataloguing should be almost ignored.

The following divisions treat of Classification and Shelf Arrangement and Cataloguing, Indexing and Filing.

Division VIII., Maintenance and routine work, which includes book-binding, calls for a somewhat fuller treatment, as it shows signs of want of care in detail. For instance, why should *Rexine* be spelled *Rixine* in more than one instance? Persian leather is treated of as Persian Morocco, but the addition of the word Morocco to the Persian is only trade clap-trap to deceive all but the elect. Moreover, Persian leather is not made solely from sheep-skin, but very frequently from some inferior goats. Roan is described as "a kind of inferior sheep-skin."



Sheep-skin has been saddled with a good many evils which do not rightly belong to it. An acid-free tough Welsh sheep-skin is an excellent leather for many bookbinding purposes, but the leather sold as roan is usually a split grained. The value of ordinary boiled oil as a preservative for leathers such as dark pigskin, or Persian, is not mentioned. The oil is cheaper and more easily used than the vaseline recommended.

Public Service is the last division of the book and as this is uniformly excellent, it scarcely calls for minute criticism. Enough has been written to show the enormous scope of the work, the systematic manner in which the whole field has been handled, and with few exceptions the reliable nature of the information given. One of the most valuable features is the bibliography of each subject given at the end of every section. In conclusion it is only necessary to say that the book is well produced on good paper and fully illustrated.

A. J. P.



## THE GLASGOW LIBRARY SYSTEM.

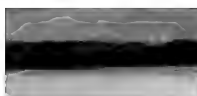
o o o

THE recent meeting of the Library Association at Glasgow and the opportune publication of a finely illustrated *Descriptive Hand-book of the Glasgow Corporation Public Libraries* . . . 1907, give occasion for a few observations on the library system as it impressed a stranger, and it is also fitting that one of the largest and most recent library installations should be described in a professional journal. It is not intended to do more than place on record a few general impressions derived from actual inspection of some of the libraries and from the information provided in the *Descriptive Hand-book* aforesaid.

Counting the Rankin Reading Room in Whitevale Street, there are now fifteen district library buildings in Glasgow, situated at Gorbals, Kingston, Anderston, Woodside, Maryhill, Kinning Park, Dennistoun, Govanhill, Springburn, Bridgeton, Parkhead, Hutchesontown, Pollokshields and Townhead, while arrangements are pending for similar libraries at Hillhead and Langside. The whole of these buildings are described and illustrated in the *Hand-book*, and in most cases plans, elevations and interiors are given. Unless in cases where peculiarities of site have interfered, or where two floors are occupied, the buildings are almost on identical lines in having a lending department, general reading room, ladies' room, girls' room, boys' room, and the usual staff accommodation. Lecture or exhibition rooms are not provided, and as a rule, but for variations in size, all the libraries are alike. Most of the buildings are built with stone fronts, generally of an ornamental and distinctive character, and top-lighting is largely employed. The floors are constructed of narrow boards, covered in parts with linoleum, and as most of them are over basement or other

open spaces the reverberation and noise are often considerable. Turnstiles are provided at the entrances, presumably to register attendances, because beyond this there seems little utility in such obstructive and somewhat noisy appliances. Most of the screens, counters, tables and other fittings are in dark mahogany, which tends to give some of the rooms a sombre appearance, but, on the other hand, dirt does not show so readily. The counters are much larger than is usual in other libraries, and they are surmounted by heavily corniced frames for holding indicators, showcases, desks, charging trays, etc. Some of these counters are nearly seventy feet long, and must have cost considerable sums to fit. Revolving bookcases are displayed on the counters, containing new books which can be handled by borrowers. The lending libraries are classified on a mixed plan, whereby a double notation is introduced. Fiction is arranged in a series of numbered authors, whose single works receive separate numbers. Thus 53M21 means the twenty-first work of the fifty-third author in letter M. This is a general American method, and it is rather doubtful if all the readers understand the symbols when worked through an indicator. The Glasgow indicator is a compromise, being based on the Chivers one, with various adjustable features to secure elasticity. Only fiction is shown on this indicator, and as it is displayed in long, black iron columns the effect is far from cheerful. Books issued are shown out by the absence of the book-card which usually underlines the number. The non-fictional stock is arranged on an elementary application of the Dewey classification, and the books are represented by numbered cards kept in trays on the counter. When a non-fiction reader arrives he has to walk about eighty to a hundred feet to have his book discharged, after which he returns half-way up the counter and asks the assistant for certain numbers, such as 37,207, of books he wants to read. The assistant turns up the cards, which are arranged in a numerical sequence, till she finds one in, and then goes to the shelves and fetches it, entering up the book-card with the borrower's number, etc. Single parts of current periodicals are issued from the libraries, and no doubt account for a considerable number of issues.

The general reading rooms are combined newspaper and magazine rooms, with cases of reference books for open access. Most of them are directly supervised from an attendant's desk placed between the open bookcases and the periodical rack. The newspapers are kept on sloping stands of the usual pattern, some arranged as standards, others round the walls. The magazines are kept in numbered racks, and readers remove them to the tables for the purpose of reading. Misplacements are said to be frequent, and it is often difficult to trace the whereabouts of a periodical after it has been removed from the rack. The chairs in the reading rooms are fixed on iron pivots, secured to the floor, and revolve to allow readers to pass in and out. The tables are furnished with wooden posts or uprights, on which hat pegs, commonly called hat trees, are fixed, but not once in all the reading rooms visited was any fruit found. In other words, these hat trees are not used, and it would indeed require some courage for any clean person to hang his hat among



the miscellaneous head-gear which would decorate these posts if they were used! The general impression given by the reading-rooms visited was that they were all overcrowded with youngish men of the labourer class during the day, a most surprising circumstance considering the prosperity of the city and the amount of work going on. Bridgeton especially attracts a rough and objectionable type of Irish reader, and spitting assumes an epidemic form both there and elsewhere. It occurs as a mild criticism that fewer reading rooms and the limitation of newspapers and the commoner illustrated miscellanies would be a vast improvement in the libraries of a city like Glasgow. Four reading rooms in each branch, for various ages and sexes of readers, seems a lavish provision, especially in view of the rough adults and very unruly boys and girls who are attracted in such numbers. The rooms for boys and girls are controlled by a special superintendent who occupies a raised platform-enclosure between both departments. Forms instead of chairs are provided, and the youngsters sit on both sides of the tables. The juvenile rooms are not highly decorated, but are comfortable and substantial. One of the features of the Glasgow district libraries, about which most of the librarian-visitors commented, was the number of quite young girls employed as assistants. Girls apparently from twelve to fourteen years of age, with their hair hanging down their backs, short skirts and other indications of immature juvenility, were quite common. These young ladies receive £15 per annum, and as it seems a general practice in Glasgow shops to employ young girls as light porters, window cleaners and messengers, it may be assumed that their presence in Public Libraries has at least the sanction of usage. Most of the seniors in the libraries are trained English, Scotch, Irish and Welsh librarians, and Mr. Barrett and his committee must be congratulated on having so many promising men at command. As guides and helpers, they showed themselves thoroughly efficient, and their activity and intelligence gained for them the respect of every L.A. member who had occasion to use their services. Generally speaking, the impression created by a close inspection of the Glasgow library system is that it is accomplishing splendid work on somewhat old-fashioned lines. The printed catalogue is given paramount importance, and MS. forms are conspicuous by their absence. The want of union catalogues must also to a very great extent nullify the value of the differentiation of stock which is claimed as a feature, because to ascertain what the town possesses in the literature of shipbuilding, for example, a reader must consult ten or twelve and perhaps ultimately sixteen catalogues. The cost of maintaining these printed catalogues must also be great, as they are seldom sold out. They are certainly among the best examples of dictionary catalogues in existence, and therefore one is moved to question whether at a later date, when the system is complete, union printed catalogues could not be made to supersede the present cumbrous and expensive system of separate catalogues. There are other features of interest about the Glasgow libraries which might be described, but enough has been written to show that in active work and variety of method, the Glasgow libraries are well abreast of the times.

## ESTIMATE OF ANNUAL EXPENDITURE

For an established Carnegie Public Library, with an income of £220 from the Penny Rate.

By O. C. HUDSON, *Cheshunt Public Library*.

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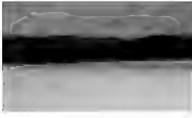
**M**R. NUTT'S complaint in a recent issue of the *Athenæum*, and the resulting article in the August number of the *Library World*, anent "Book-cadging" on the part of library authorities, are the incentives for this article, though I should like it to be understood that I am not attempting a defence of the action complained of. I simply desire to illustrate the difficulties which small provincial library authorities have to contend with in order to ensure success to the library movement and at the same time make ends meet. Without doubt the popularity of the Public Library depends largely upon the condition of the stock of books, and unless the stock is kept up to date the number of readers will steadily decrease, therefore strict economy must be practised in order to obtain sufficient money to purchase new books.

For the purpose of this estimate I shall make the following assumptions:—

- (1) That the library has been in working order for at least one year.
- (2) That the chief accommodation consists of a lending library, reference room, general news or reading room, magazine room and lecture hall.
- (3) That there are 1,500 borrowers, and that the library contains 2,500 volumes fully catalogued.
- (4) That the annual issue is 35,000 volumes.
- (5) That the library authority does not pay Crown taxes nor local rates.

### *Staff and Salaries.*

It is obvious that on the given income it is impossible to pay more than £80 per annum in salaries, and it would be advisable on the part of library authorities to advertise for the services of a qualified man at (say) a salary of £70 per annum, rising to £80, to take sole charge of the library, rather than offer an income of £60 with a promise of assistance in the shape of a youth at 5s. a week. Should the first course be adopted, it means that the librarian has to do all the work connected with the administration, yet the duties though heavy should be performed satisfactorily. I shall assume that a librarian has been appointed at a salary of £75 per annum.

*Heating and Lighting.*

I believe the most popular method of heating is by hot water coils and radiators, and a sum of £6 may safely be allowed for the purpose of heating the building through the winter. Presuming the lighting to be by gas (Welsbach system), £20 should be sufficient to pay for gas and renewals of mantles, &c.

*Insurance.*

Insurance on the building and books may be effected at 1s. 6d. per cent. or thereabouts, and a sum of £3 will be required for the premium, though this amount is only an approximation.

*Water.*

Personally, I have always succeeded in making special terms for the supply of water to the Public Library, and an amount not exceeding 10s. may be reserved to meet this account.

*Cleaning and Cleaning Materials.*

Under this heading I include the wages of a male servant to clean the building, and also perform the duties of caretaker. An allowance of at least £26 per annum must be made for wages, and a further sum of £5 for cleaning materials.

*Stationery and Printing.*

Very little stationery will be required in a small library after the initial stock has been acquired, as the correspondence cannot be very large, and admitting that the catalogue has been printed, the annual account for stationery and printing should not exceed £5.

*Postage and Carriage.*

An allowance of £2 will be ample to cover the cost of postages and sundry charges for carriage.

*Miscellaneous Supplies.*

Under this heading I include the "odds" and "ends" which must be purchased from time to time, and a sum of £2 may reasonably be put aside.

*Book-binding and Repairs.*

The turn-over of a library of the given size would, I think, necessitate reserving a sum not under £20 to cover the cost of re-binding and repairing.

*Books and Newspapers.*

A sum of £55 10s. is left after paying the items mentioned, and probably the supply of newspapers, etc., will run away with £25 of this amount, thus leaving £30 10s. with which to purchase new books and renew worn-out copies of works in stock.



## ANNUAL ESTIMATE OF EXPENDITURE.

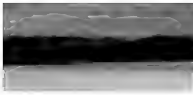
|                         |     |     |      |    |   |
|-------------------------|-----|-----|------|----|---|
| Staff and salaries      | ... | ... | £75  | 0  | 0 |
| Heating and lighting... | ... | ... | 26   | 0  | 0 |
| Insurance               | ... | ... | 3    | 0  | 0 |
| Water...                | ... | ... | 0    | 10 | 0 |
| Cleaning and materials  | ... | ... | 31   | 0  | 0 |
| Stationery and printing | ... | ... | 5    | 0  | 0 |
| Postage and carriage... | ... | ... | 2    | 0  | 0 |
| Miscellaneous supplies  | ... | ... | 2    | 0  | 0 |
| Bookbinding and repairs | ... | ... | 20   | 0  | 0 |
| Books, newspapers, etc. | ... | ... | 55   | 10 | 0 |
|                         |     |     | £220 | 0  | 0 |

The foregoing estimate is based on practical lines, and although local circumstances may alter cases the several items of expenditure may be taken as a standard. The amount of £55 10s. for books and newspapers will naturally be smaller if the library authority is called upon to pay rates and taxes. In an urban district where the Urban Council constitutes the library authority, should that body be in sympathy with the library movement, not much difficulty would be experienced in obtaining exemption from the payment of the local rate.

I contend that a library with the given income should successfully maintain a popularity, and establish the reputation of being a useful factor in the education of the district, provided that an experienced man has had the administration of the library in his hands from the date of establishment, and not a broken-down schoolmaster or clerk whose experience of Public Library routine may be summed up as *nil*.

There is without doubt a great deal of truth in the article in the *Library World*. The buildings described do exist in districts or parishes where the 1d. rate produces an insufficient income to maintain the institution properly, but the library authorities are greatly to blame, for it is they who sanction the erection of these "white elephants" instead of being content with a well-fitted lending and reference library and a small newsroom. There are various methods by which the income derived from the 1d. rate may be augmented, and a librarian having a sympathetic committee at his back can add considerably to the principal amount; but for the unenterprising official who rests content with struggling on, year in and year out, an income of £220, probably increased to £225 should readers contravene the regulations too frequently, is not half enough to work upon.

The sympathy and encouragement of the profession at large should be extended to these small libraries which are in a quiet and unostentatious way endeavouring to propagate and further the aims of the Library Association amongst a class the majority of which is conservative to a degree, and sceptical as regards the policy of establishing Public Libraries. These concluding remarks are I am afraid away from my subject—indirectly they bear a relation—and I trust this article will, whilst being a possible guide to librarians of small libraries, clear away any doubts which may have existed regarding the advisability of establishing libraries in districts where the income produced by a 1d. rate does not exceed more than from £215 to £220 per annum.



## THE LIBRARY AS A PLACE FOR WOMEN.

*By* MAX A. R. BRÜNNER, *Berlin.*

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NOT only in England or the United States is female help employed more and more but also on the Continent, chiefly in Germany.

This applies to both scientific and Public Libraries. It is generally stated that this service has satisfied the hopes as to efficiency. Although the employment of women is favoured in prominent circles, there are opinions which entirely disagree with them. In this respect the Society of Berlin Librarians held recently a large meeting during which the above problem was discussed. Although the following statements concern chiefly German conditions they are applicable to those in other countries and will prove instructive also to the English reader. The question whether women are entitled at all to do library service is affirmed by most officials, but as regards the character of their duties and their preliminary training a variety of opinions exists.

The employment of women as auxiliaries has been favoured in a memorial submitted by a noted library-director to the Prussian ministry of culture, whereupon girls were engaged as assistants for the officials in a number of scientific libraries, chiefly in Berlin. This has been followed on a larger scale in the Public Libraries and reading rooms. While in the first instances women were only admitted with a certain training in library and technical duties, no such conditions were required in the second instance despite the fact that the service in those institutions places higher requirements upon the staff from a physical, social-pedagogic and ethical standpoint. For this reason much untrained help is employed in the Public Libraries, and it is an advance in the right direction that since the present year women will be admitted only who can show a thorough educational training.

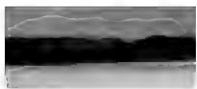
Now there are no longer doubts as to the engagement of female assistants in scientific as well as Public Libraries. The activity in the latter will very likely satisfy the women more than the monotonous service in a scientific institution, for the work with the general public comprising all social classes and ages, the contact with belletristic literature, and the conception of the fact that occupation in the service of philanthropy must fill everybody with joy. As regards the instruction it was natural to produce future assistants in the libraries themselves and this has been generally done. Women are accepted as volunteers, and are instructed in practical service—lending books out, cataloguing, supervising the reading room, etc. Experiments have been made chiefly in Hamburg and Berlin and former volunteers have become good assistants or even librarians of public institutions.

Yet it is clear that this training although excellent in a practical way will be one-sided from a theoretical standpoint, as it is patterned after the temporary, local conditions. This fact was the cause why, in a suburb of Berlin, a school for female librarians was established a few years ago, in which girls who must have passed their sixteenth year

and a high school, are instructed in general literature, old and new languages, library service, printing and bookbinding art, shorthand and typewriting. Besides theoretical training instruction is given in a practical-technical way by visiting libraries, printing shops, etc. The course lasts one to two years, for which 1,000 marks is to be paid. At the end an examination is held in the presence of prominent librarians. During February, 1900, to March, 1907, 108 pupils have participated, of which fifty are now in well-salaried positions. A similar purpose, viz., to train women for scientific and Public Libraries, is followed by the private establishment of Prof. Dr. Wolfstieg, who since 1902 has given lectures in the library of the Prussian Parliament. Besides the above, pupils are instructed in philosophy, æsthetic, propaedeutic, social pedagogic, etc., and a number of libraries and industrial establishments is visited. The course lasts from March to Christmas every year, upon which an examination is held. The age of applicants must be between nineteen and thirty years, and a rather good education in languages, literature and shorthand is required. Of the five courses already held, seventy-nine ladies have taken part, of which seventy-five passed the examination. Twenty-six of these are engaged in scientific libraries, eighteen in Public Libraries, seventeen in bibliographic bureaus, publishing houses, etc.

At the meeting referred to, several wishes were expressed. To regulate the demand for assistants, lists should be made by libraries and authorities with vacant positions, also an examination commission of the government should be established, also the salary question be regulated. It has been severely condemned that assistants in Public Libraries, during a daily service of seven to nine hours, receive only 50 mk. per month (50s.). Fortunately the city of Charlottenburg, Berlin's largest suburb, has broken with the old rate and engaged, since April of this year, assistants with diplomas at yearly salaries of 1,440s. raising in twenty years to double, *i.e.*, 2,880s. (=£144), while workers without special training will receive from 1,200-2,600s. A conclusive judgment as to the capability of female help in libraries cannot be given owing to the short experience. It was stated that women do good service under the supervision of a trained librarian, but that cataloguing by women without the latter is not recommended. They have also proved successful in the academic information bureau of the Berlin University, where they were engaged with editing, bibliography, correspondence, etc.

The general director of the Royal Library, however, stated that in libraries only moderate requirements were sought in women and also in their work. If they acquire the same training as men, they can be employed for life-time; a chance of superior positions is given. The organisers of the above two schools pleaded for a participation of the government at the library examinations in order to give their schools official character. It was said that two years' preparation are decidedly necessary, one year in theoretical, the other in practical training. But a single teacher as has hitherto been the case would not be sufficient, and a high school or college would be the best plan, with special



teachers in their respective fields. The result of the meeting can be comprised in the statement that the majority of librarians is favourably inclined towards employment of female assistants.



## THE PAST BUSINESS YEAR OF THE ROYAL LIBRARY IN BERLIN.

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THE present year is probably the last during which the Royal Library will occupy its old building in Berlin, as the rooms are far too small and unpracticably arranged to cope with the ever increasing stock of books. The present conditions are almost unbearable and hinder, to a great extent, the augmenting of material. Architectural improvements have not been made, nor are they possible, except a telephone installation completed last year. Fortunately the construction of the fine new building is going on with satisfactory speed and even the plans for the interior design are made. Only the bricklayers' strike has had some retarding influence. It is favourably criticised that the considerable sum of 350,000 marks has been granted to acquire new books and papers. Of this sum 81,604 marks have been expended during the past year, mostly for the purchase of precious special libraries; the bookbinding expenses figured 42,254 marks.

At the beginning of the past business year a temporary standstill was observed because the booksellers' society lowered the usual discount from 10 % to 7½ % which was refused by the Royal Library. After three months' negotiations the new discount was deferred until April, 1907, and at the same time a contract was made not to allow any further decrease until 1920. The antiquarian books have been augmented 100 per cent.; many date from the fourteenth to the seventeenth century. Among the gifts received during the past business year those contributions take the first place which were intended to purchase the Fust-Schöffer Psalterium of the year 1459, at a cost of 86,000 marks. This sum was far too large for the library and the first director sent an appeal to wealthy book-lovers, societies, etc., with the result that more than a half was obtained. Thus the most brilliant monument of German printing art has this time been saved from wandering abroad.

In the past year 479,424 order slips were delivered, upon which 367,300 volumes, *i.e.*, 76 %, were lent out, 15 % of these requests could not be filled as the books were out, and 1½ % as those books were not kept by the library. The number of persons taking books home were 10,484 from Berlin, 1,091 from other cities. The manuscript collection has received an increase of 250 valuable documents. A new "German music collection of the Royal library" was founded by the music publishers through magnificent gifts and was authorized by the Minister of Culture.

## A SHORT REPORT OF THE WORK DONE

By the Manchester Assistants in connection with the  
Municipal Classes for Public Library Assistants.

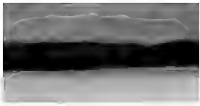
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THE work of the students in all three subjects: Bibliography and Library Administration, English Literature and French, has been, on the whole, very satisfactory. There have been several disappointing cases, which I suppose is inevitable in all courses of lectures of whatever character.

One very gratifying result of the year's work is that in the majority of cases, the students by their own confession have gained a new conception of their work in the library, and of the interest and power of literature. Hitherto they had not realised that the librarian and his assistants are the living vitalising links between the books of the library and the readers—their duties, or their estimate of their duties, was that they were of a perfunctory character. But this is changed. They have come to understand, many of them for the first time, that the possibilities of usefulness in a Public Library are boundless, and that one of the most delightful things in life is to have people coming to them for help and information. In accomplishing this result, I venture to believe that the formation of the classes has been fully justified.

The work of the seniors has been highly commendable. These students are full of enthusiasm for their work. Special commendation should be given to Miss Warburton, who has shown remarkable intelligence, energy and enthusiasm. Her essay on library administration, which was the examination test in bibliography, was a remarkable production of eighty-four pages in quarto, full of originality and individuality. Miss Bailey's work has also been very good, as also has been that of Miss Lowe. All these students are capable of much more than the ordinary routine of junior assistants. Miss Warburton in particular is competent of taking charge of a special branch or department of work and of carrying it to success, and the same may be said of Miss Bailey and the others. Miss Alley's work and result do not do her justice for she has displayed a high order of intelligence in the class and in her home work.

The juniors have been occupied with the outlines of English literature from the earliest times to Milton, and in bibliography with the evolution of books from the beginning of literature to the fifteenth century revival of learning. The work has been necessarily of a superficial character, but it has had the desired effect of awakening and stimulating an interest in the history of the great empires of the world and their literatures, of showing the relationship of one period with another, of demonstrating the origin and purpose of books, their



transition from one form to another, and the influence of the early forms of books upon our modern terminology. To many of the students a new world has been opened up.

The examinations in this section have been very satisfactory. The subject of the test essay in bibliography was framed with a view to cover the work of the two terms, and has resulted in some most interesting compositions. The work, speaking generally, has been most conscientious. The essays have averaged from thirty to forty quarto pages in length, and are of a high order as the marks testify.

In addition to the ordinary lectures the students have had five hours of demonstrations at the John Rylands Library, which have done much (I am informed by some of the students) to fix in their minds and give reality to the ordinary lectures.

In justice to the women students, it has to be pointed out that they have displayed much more interest, intelligence and enthusiasm than the men. This statement is abundantly verified in the list of marks.

The work of Miss Baxter, Miss Cross, Miss Smith and Miss Butterworth is highly commendable. They have displayed very great intelligence and are worthy of encouragement by the committee. Mr. Dillon stands first of the men students and has shown interest and intelligence in his work.

There are certain assistants, in the lower part of the list, who have displayed very little interest in their work, and who I think should be withdrawn in favour of other assistants who were unable to attend at the commencement of the session.

It is the intention of the Education Committee to commence a new course in September, if a sufficient number of students are offered.

H. GUPPY.



## REVIEW.

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**Koch** (Theodore W.). *A Portfolio of Carnegie Libraries.* Ann Arbor, Michigan: G. Wahr. 1907. Price 10s. 6d. net.

Following closely upon the publication of A. L. Champneys is that of the above, and although it is not a treatise on library architecture, it should be of considerable importance to librarians.

Within its scope—120 plates—a fair example of American libraries is presented.

Considered purely from the architectural or æsthetic point of view, it must be conceded that American libraries are unapproachable, and it is safe to assume that these institutions rank among the finest architectural achievements of America.

On the whole, too, the planning is good, although suffering terribly from the effects—or perhaps defects—of uniformity. The

disposition of these buildings, in most cases, is as follows. The entrance is placed in the centre of the front elevation, facing which is the lending department with its stack accommodation. To the left and right the reading rooms, etc., are located. When sites permit, this plan is admirable, but when the sites do not conform to the requirements a more rational plan should be adopted. This fact, nevertheless, appears to be entirely ignored; the stereotyped plan being applied almost without exception.

Perhaps, however, the most forcible impression one receives from the examination of these plans, is the absence of economy in spacing, and the utter disregard to safeguards. In fact the only libraries which apparently consider these points are those at Pittsburg—in most others these cardinal necessities have been wholly overlooked.

In the smaller libraries where, for economy's sake, separate stack rooms are not provided, the reading room is surrounded with book-cases, and in the entrance hall, where supervision is impossible, the delivery desk is placed. The plan adopted at Fulham (North Branch) is worthy of repetition.

These faults in planning are responsible for the abnormal losses and thefts of books. The remedy rests in the hands of the librarian who should insist that proper supervision and safeguards are of prime importance.

In most other respects the libraries are ideal, particularly noticeable being the lecture halls of some libraries. The furnishings are substantial and artistic, the decorations tasteful and, sometimes, amazing in their extent of detail. The chief defects are those indicated

J. B.



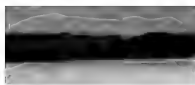
## LIBRARIES AND LIBRARIANS.

*[Special notes of general interest are invited for this department.]*

**Bonnyrigg.**—Dr. Andrew Carnegie, in response to an application made by Provost Gilchrist, has offered a gift of £2,000 towards the establishment of a Public Library for this burgh.

**Brentford.**—A tribute to the integrity of the borrowers at the Public Library is to be found in the report of the librarian on the stock-taking just completed. Out of thousands of volumes which compose the library, only one book is missing.

**Bridgend.**—The Public Library, built by means of a grant of £2,000 made by Dr. Carnegie, was opened on 28th August, by Mr. John Randall, agent to the Dunraven estate. The library has been erected on a site in Wyndham Street, towards the cost of which the Earl of Dunraven contributed three-fourths. The building is commodious and in addition to the newsroom, lending library, magazine and games



rooms, &c., there is a spacious lecture-hall. The building has been erected according to the designs of Mr. P. J. Thomas. Mr. John Ballinger, of Cardiff Public Libraries, at the opening, spoke of the influence of libraries on the life of a community, and advised the committee to give special attention to the children.

**Cambridge.**—Magdalen College is completing a catalogue of Pepys' famous library, which has been in the possession of the college for nearly two hundred years. Most of the library is contained in Pepys' own bookcases.

**Chelmsford.**—The result of the stock-taking at the Public Library is highly favourable. Since the lending library was opened in February, 1906, there have been 47,038 volumes issued. After nearly eighteen months' use of the library on the safe-guarded open access system, only one book is unaccounted for.

**Dundee.**—The Town Council have approved the scheme of spending the £11,000 given by Dr. Carnegie for the purpose of providing a modern Central Library and reading rooms.

**Glasgow.**—The laying of the memorial-stone of the new Mitchell Library, by Dr. Carnegie, took place on 17th September. The building is about 108 ft. in length, and has a depth of about 105 ft. The accommodation provided for, includes a main reading hall, students' room, ladies' room, magazine room, and suitable apartments for the Jeffrey Reference Library, for the Glasgow Collection, and for the Burns Library and Scottish Poets' Corner. Provision is made for the convenient storing of about 400,000 volumes, and for the necessary administrative offices. The estimated cost of the building, as approved by the Corporation, is £52,850. Mr. William B. Whitie, of Glasgow, is the architect.

**Hamilton.**—On September 17th, Dr. Carnegie opened the Public Library, towards the cost of which he has contributed £15,000. There was a large and brilliant assemblage at the opening ceremony, presided over by Provost Keith, who, in introducing Dr. Carnegie, referred to him as "the son of triumphant democracy, a prince in the Empire of business, and not only a preacher of the gospel of wealth, but one who practised it." Dr. Carnegie was presented with the freedom of the burgh.

**Hull.**—The valuable mediæval parish library which for over 200 years peacefully reposed within the precincts of Holy Trinity Church, has been handed over to the Museums Committee by the churchwardens, the Archbishop of York having granted a faculty for this to be done. There are nearly 800 volumes, principally consisting of large folios of the sixteenth and seventeenth centuries.

**Isle of Man.**—A Public Library, which was opened publicly at Peel, on 26th September, has been presented by the Hon. J. K. Ward, of Montreal, as a gift—building, furniture, books, and an endowment to help the upkeep. The library occupies the site of the house in which the donor, now nearly eighty, was born.



**Johannesburg, S.A.**—A series of three lectures by Professor Walter Raleigh on "Shakespeare," and three on the "Poetry of the nineteenth century," were delivered in July and August. Respecting these, it is pleasant to hear from Mr. J. F. Cadenhead, the chief librarian:—

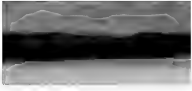
"The series of lectures by Professor Raleigh, of Oxford, was delivered in the Public Library, in the presence of a crowded and enthusiastic audience. An attempt is being made to have a series of lectures by eminent scholars or scientists annually. The unprecedented success of the Raleigh Lectures will do much to break down the reputation we have acquired, rightly or wrongly, namely, that we are simply a money-grubbing community, having little regard for the best in literature or art."

A capital list of books, in the Public Library, relating to the subjects was issued. We note about sixty *apropos* the first three lectures and over 250 referring to the second series.

**Leeds.**—The suburb of New Wortley is badly off in the matter of library and reading-room accommodation, and the Corporation are to be asked to provide a building for the purpose.

**London : Islington.**—An interesting exhibition of prints, maps, water-colour drawings and photographs of old Islington was opened in the West Library, Thornhill Square, on September 24th, and has attracted a large number of visitors. In connection with it has been printed a *Catalogue of a collection of prints, drawings and photographs of ancient and modern Islington*. . . . 1907, arranged under ten headings, and showing clearly the topographical features of the borough in chronological order. A course of University Extension Lectures, twenty-five in number, will be given in the Central Library Lecture Hall from October 8th, when the Right Rev. the Lord Bishop of Islington will take the chair. The subject of the course is "Tudor England," and the lecturer is Mr. W. G. De Burgh, M.A., of Merton College, Oxford. The first year's working of the North Library, and two month's working of the West Library, were completed on September 20th, and the results are exceedingly gratifying. The total book issues were 502,547, of which 463,605 represent the work of the North Library alone. The total home circulation was 369,279, and the number of borrowers enrolled to September 20th, was 23,072, and in addition 744 children's reading room tickets, issued under a new rule, had been registered. Altogether, reckoning books borrowed and consulted, and reading room attendances, the libraries have been used considerably over one million times during the year, and of this large total the North Library accounts for 930,000, which is possibly a record for a single branch library. At present the daily average of lending issues, of both libraries, is close on 1,800, which represents an annual circulation of about 550,000 volumes.

**London : Lewisham.**—The first annual staff outing of the Lewisham Public Libraries took place on Saturday, August 10th, when a very happy and successful day was spent at Otford, a pretty little village some two miles north of Sevenoaks. The party proceeded by train and cycle, meeting at "Ye Olde Bull Inne," built in 1650, where luncheon and tea were provided. In the afternoon a staff cricket match was played



on the "Municipal" cricket ground (*sic*), and from the excellent bowling on an uneven pitch many received reminiscences which will probably be remembered in August, 1908. The chief librarian was disabled after the second over, much to the delight of the staff, who anticipated his absence from duty for several days. The party, after a thoroughly enjoyable time, arrived home about 10.30 p.m.

The sixth Public Library connected with this Borough Council is rapidly approaching completion at Hither Green, and will be opened in a few weeks. The funds, £4,500, have been provided by Dr. Carnegie, and the site given by Mr. Cameron Corbett, M.P.

**London: Wandsworth.**—Interesting light on the literary predilections of a large section of Londoners is thrown by the annual report of the Wandsworth Public Libraries Committee. Eight libraries are now necessary for this large borough, which includes Clapham, Tooting, Streatham, Putney, Balham and Roehampton, and from these during the year 649,372 books were issued for home reading—a rate of rather more than two for each unit of the population.—*Kensington Express*.

**London: Westminster.**—The Trevor Square Library is about to be closed. Although the step is an advisable one, the closing will be the extinction of an interesting landmark in the history of the library, as this was one of the earliest libraries opened under the 1855 Act.

**Manchester.**—Mr. C. W. Sutton, the chief librarian of Manchester, gave a lecture on "The Story of Free Libraries," at the Wesleyan Church Lecture Hall, Cheetham Hill, on September 24th. It was the first of a series of addresses on the work of local government to be given during the autumn and winter. The Lord Mayor of Manchester presided.

**Montrose.**—Mr. James Christison, the librarian, has just submitted his annual report for the year ending August. The year has been one of steady progress and increased activity, and the statistics afford striking testimony to the all-round usefulness and popularity of the Public Library.

**Newcastle-upon-Tyne.**—At the instigation of the Public Libraries Committee, active steps are being taken to procure for the Central Public Library a bust of the Right Hon. Robert Spence Watson, P.C., D.C.L., LL.D., F.R.G.S., and so record the obligation and regard of the community for the public services which he has rendered. Dr. Watson has been associated with the Public Library movement in Newcastle for thirty-three years, and as chairman of the Books Committee he has been zealous beyond common knowledge in promoting the library's sound administration. By his travels and his literary and political work, Dr. Watson's name has become known far beyond the Northern Counties.

It has been decided to erect the Benwell Branch Library, presented by Dr. Carnegie, on a site in Atkinson Road.

**New York.**—A very magnificent library has just been added to the public buildings in this city. The equipment will be a model for all other libraries of the world. The building has an enormous frontage to Fortieth Street, Forty-second Street, and Fifth Avenue.

**Rutherglen.**—On September 25th, the Public Library, the gift of Dr. Carnegie, was formally declared open by Provost Johnstone, in the presence of the members of the various public bodies.

**Sydney.**—The death is announced of Mr. Mitchell, the donor of the famous Mitchell Library, which is the most complete collection of Australian oceanic literature in existence, and priceless. Under Mr. Mitchell's will, in addition to donating the library, a sum of £70,000 has been left to endow it. A special *Gazette* has been issued expressing regret at the death of one of the greatest benefactors of the State.

**Wood Green.**—On September 28th the new Central Library at Wood Green—the gift of Dr. Andrew Carnegie—was opened by Mr. E. Oliver, the chairman of the Library Committee of the Wood Green District Council. The building has cost £8,000 and accommodation has been provided for over 20,000 volumes.

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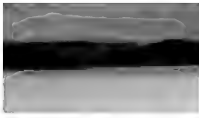
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**Mr. F. C. Cole**, sub-librarian of the Huddersfield Public Library, at the last examination of the Library Association, passed with honours in Section VI., Mr. Cole being the only one out of eighty-eight candidates to gain this distinction.

**Mr. T. E. Turnbull**, of the Newcastle Public Library, at the recent professional examination of the Library Association of the United Kingdom, passed with distinction in two sections, and now holds certificates for the whole of the six sections of the examination, four with distinction. Mr. Turnbull is the first librarian in the provinces to gain all the certificates of the Library Association.—*North Mail*.

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We regret to announce as we go to press, that **Mr. John Mac-lachlan**, chief librarian of Dundee, died at Glasgow just after the annual Library Conference. In our next number we hope to include a suitable notice of a Scotch librarian whom Mr. Carnegie characterised as one of the leaders of the profession.



## NORTHERN COUNTIES NOTES.

Mr. W. Wilson, sub-librarian of Gateshead Public Library, contributes to the *Practical Teacher* for August, an able summary of the position of the relation of schools to libraries. He gives cogent reasons for preferring to foster the library habit by requiring the children to visit the library to borrow books, and is opposed to the library-in-school system.

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The Newcastle-upon-Tyne report for 1906-7 shows a record issue of 406,316 volumes for all departments. As the total stock is 138,000 volumes, the issue represents the turn-over of the stock three times in the course of the year. The percentage of lending library borrowers to population is about 7  $\frac{1}{2}$ %, against Mr. J. D. Brown's average of 6  $\frac{1}{2}$ %.

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The Northern Counties Library Association is encouraging its members to gain the certificates of the Library Association in a way worthy of emulation. The sections of the examination are divided into three classes (Class I. Sections 1 and 2; Class II. Sections 3 and 4; Class III. Sections 5 and 6) and a prize is given to the student passing best in each class.

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Mr. W. Graham, chief assistant, Gateshead Public Library, has been appointed first librarian of the Ilkley library. We understand that Mr. Graham attributes his success in no small degree to the possession of some of the Library Association certificates. A growing number of successful candidates for positions must feel indebted to the certificates for their present posts. But the success of the Library Association examinations is the strongest-marked feature of English librarianship of to-day.

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The "Report of the committee on ancient earthworks and fortified enclosures," for 1907, contains a bibliography of the subject compiled by Mr. I. Chalkley Gould, the hon. secretary, which is a most careful and complete piece of work, covering nearly five pages of the report, and giving interesting titles of articles from all kinds of books and periodicals.

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## CORRESPONDENCE.

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## "THE READERS' REVIEW."

*To the Editor of THE LIBRARY WORLD.*

SIR,—As the originator of *The Readers' Review*, which the National Home-Reading Union has made all preparations to publish in October next, and in connection therewith has produced dummy copies and sent one to each Public Library, together with a circular letter explaining the scope and object of the periodical and stating the terms upon which it may be obtained for circulation, I venture to give you the genesis of the scheme.

I first mooted the idea at a conference held at Oxford in August, 1903, which was organized by the delegacy of the University in connection with the University Extension movement. In October of the same year the Library Assistants' Association held their inaugural meeting at Stepney, and I read a paper to the members present, entitled "Some recent adverse criticism of Municipal Libraries." I then, *inter alia*, stated my scheme for such a periodical definitely, and a *résumé* of the same was printed in the Association's official organ (*The Library Assistant*) for November, 1903.

Since that date I have been working in co-operation with the National Home-Reading Union, endeavouring to extend their work and influence by organizing reading circles in connection with our borough Public Libraries, and they have honoured me by frequently *asking my advice* as regards the best means to get into closer touch and union with Public Libraries throughout the kingdom.

In September, or thereabouts, last year they sent their representative, Mr. W. J. Fuller (who is the editor of *The Universities Review*), to consult me on the question of establishing a closer relationship between Public Libraries and the National Home-Reading Union; and I urged upon him the necessity of *The Readers' Review*, which I feel convinced is an absolute want. He soon realized its inestimable advantages and potential possibilities when considered in conjunction with the vast *clientèle* who now use Public Libraries, enthusiastically took up the idea, and convinced the National Home-Reading Union that it was *the missing link* required to connect that agency with the great Public Library system throughout the land.

The rest may be summed up in a few words, as follows:—

The National Home-Reading Union elaborated the scheme, produced the dummy copies and explanatory circulars, and placed the same before public librarians throughout the kingdom, soliciting their support and co-operation.

It is hoped that it will meet with a generous reception, as the scheme involves considerable financial risk to the Union. It is an unique publication calculated to be of great service to public librarians in their



efforts to raise the standard of reading throughout the land, and should prove of inestimable value in the difficult task of educating the masses to make a more intelligent and practical use of Public Libraries.

It is a manifestation of co-operation in the truest sense of the word, and as regards literary merit and general adaptability it could not be excelled. It furnishes the librarian who has the imagination to grasp it with a powerful lever capable of raising the standard of public culture to a higher plane than has ever obtained, and it undoubtedly is the one medium necessary to make the present-day Public Library a most efficient agency for the advancement of popular education, because it will unite them in one grand common effort and co-ordinate their work in this very important direction.

A. CAWTHORNE, *Chief Librarian,*  
*Stepney Public Libraries, London.*

9th August.

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*To the Editor of THE LIBRARY WORLD.*

DEAR SIR,—We have noticed the interesting and practical article "The Sheaf Catalogue," by Mr. Stewart, of Islington Public Libraries, in the September issue of *The Library World*, the author there referring to the non-permanency of type-writing on cards for library catalogue work and card indexing. With reference to this, we would say that this subject has been exhaustively dealt with, and it has been proved that the better class of black ribbon has stood the test of time without showing any signs of deterioration. We have a specimen of tabulated work which was done over ten years ago and has been exhibited in our shop window as well as at exhibitions, without the writing being in any way impaired. This does not apply to the red used in the same work, which has almost entirely disappeared.

Regarding your remarks as to "distinction of type," this has been overcome in the Hammond typewriter, with which it is possible to write in thirty-five languages, and over 230 different styles of type can be used on the same machine. It only requires three seconds to change from one style of type to another—specimen card enclosed.

As to work being delayed in the case of absence of typist, we think this is a very weak objection, as with the Hammond machine—the touch being automatic—no previous experience is necessary, and all the details of manipulation could be acquired in a very few minutes.

As the Hammond typewriter is now being used in a number of the leading libraries, we trust that you will be able to insert this letter in your valuable periodical.

Very truly yours,

LONDON BRANCH,

THE HAMMOND TYPEWRITER CO.

*To the Editor of THE LIBRARY WORLD.*

SIR,—At the recent Conference of the Library Association at Glasgow, while discussing the question of the supply of net books to Public Libraries, Councillor Abbott was reported in the daily press as making an unwarrantable attack upon London booksellers, by asserting that they were the only people who were opposing librarians in this matter." Unfortunately I have not a full report of the discussion, but as no one appears to have contradicted the statement, to allow it to pass unchallenged would be most unfair to the London trade. I shall therefore be obliged if you will publish the following facts, viz.—that at the annual meeting of the Associated Booksellers of Great Britain and Ireland, held at Eastbourne last June, at which representatives from all the branches were present, *over 80 per cent. of whom were provincial booksellers*, the question as to whether any discount off net books should be allowed to Public Libraries was put to a full meeting, and the unanimous answer was No !

If Councillor Abbott can produce any evidence that provincial booksellers advocate allowing any discount off net books, I hope he will do so. If not, I trust he will withdraw from an untenable position, and remove the reproach he has attached to the London trade.

Yours sincerely,

F. HANSON.

153, Oxford Street, London, W.  
September 28th.



## LIBRARY ECONOMICS.

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**18. Home Binderies.** *Scope.* The term "Home Bindery" is used in a two-fold sense. It literally means a department on the library premises, possessed of a complete "plant," and controlled by a qualified binder (or binders), in which the binding of books is done in its entirety. Few library authorities, owing to the comparatively small number of books which require binding, consider themselves justified in providing such departments, and the term is more generally used in its second sense, viz., that of a more advanced repairing department. Although the distinction is largely one of degree, it is with the latter aspect that we shall more particularly deal, so as not to unduly trespass on the province of binding proper.

It is the purpose of these notes to treat the subject from a purely practical standpoint. Let us, therefore, take for granted that the establishment of a home bindery in some form is desirable in every library, and proceed to outline the requirements of a home binding department for an average medium-sized library, leaving the individual

librarian to modify the scheme according to the needs of his own particular locality.

For all practical purposes, the home bindery resolves itself into a book-repairing department, provided with the necessary materials, tools, and appliances, and managed under the direction of the librarian, by one or more persons skilled in the *technique* of bookbinding.

*Accommodation and Arrangement.* The matter of accommodation is so largely governed by local circumstances that it is difficult to lay down general rules; but the following conditions should be observed and carried out as far as possible :—

The repairing department should be a separate room, away from the public eye and ear, but situated so as to be easy of access to and from the lending and reference libraries, in order to minimise the labour involved in the conveyance of books.

The room should be lined with enough shelving to comfortably store the maximum number of books that are likely to be in process at any given time.

A fair-sized table or bench should be provided, a gas ring for heating the glue, and a gas point to which the finishing stove can be fixed.

The natural and artificial light should be good, and the room as commodious as possible.

*The Binder-repairer.* It is important that the person appointed as binder-repairer should thoroughly understand the practical work of bookbinding. The salary of a qualified repairer varies from £1 to £2 per week. A capable sewer and repairer (female) can be obtained for £1 per week, but if much lettering be required, in addition to re-casing, it is a good policy to appoint a man at a correspondingly higher salary. In the trade, sewing is invariably done by women, and finishing by men, but it is only the larger library systems that could afford to adopt this twin principle. A binder could, if desired, be employed on a time agreement, provided that he was paid the trade union rate of wage.

*Tools and Appliances.* With reference to the size and cost of the "plant" required, the following articles will, for ordinary purposes, generally be found sufficient :—

|  | £ | s. | d. |
|--|---|----|----|
| One sewing press (20" between screws), with keys |   | 9  | 3  |
| One cutting press, with pin, plough and knife    | 1 | 14 | 0  |
| One open tub ... ..                              |   | 18 | 0  |
| One iron standing press (18" × 13") ... ..       | 5 | 5  | 0  |
| One pair hand shears ... ..                      |   | 2  | 3  |
| One pair millboard shears ... ..                 |   | 18 | 6  |
| One paring knife ... ..                          |   |    | 10 |
| One cutting-out knife ... ..                     |   |    | 10 |
| One backing hammer ... ..                        |   | 2  | 6  |
| Two bone folders (thick and thin) ... ..         |   |    | 10 |
| One paste tub ... ..                             |   | 3  | 0  |
| One glue pot (2 pints) ... ..                    |   | 3  | 2  |



|   |     |   |     |      |
|---|-----|---|-----|------|
| Two paste brushes (large and small)...  | ... | £ | 5   | 0    |
| Two glue brushes                        | ... |   | 2   | 0    |
| Two pairs backing boards (8vo. and fo.) | ... |   | 2   | 0    |
| Two pairs pressing boards*              | ... |   | 5   | 6    |
| One steel straight-edge                 | ... |   | 3   | 0    |
| One square                              | ... |   | 1   | 6    |
| One ragstone                            | ... |   |     | 6    |
| One sandstone...                        | ... |   |     | 3    |
| <hr/>                                   |     |   |     |      |
|   |     |   | £11 | 1 5  |
| Finishing apparatus :—                  |     |   |     |      |
| One finishing press (20")               | ... |   | 16  | 0    |
| Two sets brass type                     | ... | 1 | 12  | 0    |
| One type-holder                         | ... |   | 7   | 6    |
| One gas finishing stove                 | ... |   | 16  | 0    |
| One gold cushion                        | ... |   | 3   | 6    |
| One gold knife                          | ... |   | 2   | 0    |
| One burnisher                           | ... |   | 4   | 6    |
| <hr/>                                   |     |   |     |      |
|   |     |   | £15 | 2 11 |
| <hr/>                                   |     |   |     |      |

The foregoing items allow of elasticity in either direction. For example, in certain cases it may be found desirable, on economical grounds, to substitute a wooden nipping press at a cost of about £1 15s. od. for the iron one at £5 5s. od., but such a course is recommended only in cases of absolute necessity, as the wooden press is naturally less durable and less efficient. The prices quoted are those of Messrs. Harrild & Sons, bookbinders' engineers, London.

*Materials.* When considering the purchase of materials, the following list, giving the approximate cost of each item, may serve as a guide. It is impossible to give exact amounts, owing to the fact that prices slightly fluctuate; that materials of one sort bought in large quantities are proportionately reduced, and that there are various qualities of the several materials. It is well to bear in mind when purchasing bookbinding materials, that the cheapest article is dearest in the long run.

|                                       |                         | Approx. cost. |    |    |
|---------------------------------------|-------------------------|---------------|----|----|
|                                       |                         | £             | s. | d. |
| Tapes (in pieces of 9 yards)          | per $\frac{1}{2}$ gross |               | 7  | 6  |
| Thread                                | per lb.                 |               | 3  | 3  |
| Mull (in pieces 40 yds. $\times$ 36") | per piece               |               | 5  | 0  |
| Glue                                  | per cwt.                | 1             | 10 | 0  |
| Preserved paste                       | per 28 lb.              |               | 3  | 0  |
| Millboards                            | per cwt.                | 1             | 5  | 0  |
| End papers (double crown)             | per ream                |               | 17 | 6  |

\* When more than one book is pressed at a time, a few stout millboards of the same size as the pressing boards will serve to go between the intermediate books.

|                           |     |                |   |     |
|---------------------------|-----|----------------|---|-----|
| Cloth (Ordinary) 36" wide | ... | per yard       | £ | 8½  |
| „ (Art linen)             | „   | per yard       |   | 11½ |
| „ (Buckram)               | ... | per yard       | 1 | 6   |
| Leathers: Roan            | ... | per skin       | 4 | 6   |
| „ Persian                 | ... | per skin       | 5 | 0   |
| „ Morocco                 | ... | per skin       | 8 | 6   |
| Gold leaf                 | ... | per 100 leaves | 5 | 0   |
| Glaire (wet)              | ... | per pint       |   | 9   |
| „ (dry)                   | ... | per lb.        | 3 | 6   |

*Details of work.* The book-repairer's first duty is to carefully examine the books needing repair, and to classify them according to their requirements. This classification may briefly be summarized thus: (1) Small repairs (loose leaves, etc.); (2) Books which need re-casing; (3) Books requiring re-sewing; (4) Books which need to be entirely re-bound. In an analysis of this nature the following rules may be helpful:—

Place in the home binding section:

Books requiring slight repair.

Books with their sheets still strongly sewn, that have broken away from covers, which, though beginning to show signs of wear, look capable of lasting for at least another three months. In this case it does not matter if the end sheets are loose, or if the book (not the cover) is in halves, as long as the rest, or each half, is holding tightly together.

Books which need re-sewing, provided the covers are in sufficiently good condition to allow of their being used again.

Put aside the remainder (*i.e.* books to be entirely re-bound) for outside binding, unless there are facilities for complete binding on the library premises.

There is no need to enter into detail with regard to procedure, as the actual work of repairing and binding will be dealt with by others under those headings.

The functions of the home bindery do not cease with the repair or re-binding of books. There are certain branches of work which may be termed auxiliary, but which, nevertheless, are important. These include stamping the location or class number on the backs of books, the manufacture of files, periodical cases, and the like. Jobs of this nature can, as a rule, be fitted in during the intervals of book-repairing, and are done as well, and at a much cheaper rate, than if placed outside.

If for no other reason than that of neatly and permanently placing the class or location numbers on books, a finishing apparatus should be provided in all except the very small libraries. Librarians have for years past been experimenting with varieties of tags, ink, and paste, and spoiling their naturally amiable dispositions, in order to obtain a plain and permanent location number on the outside of a book. Experience has shown that the most effective plan is to have the number or mark impressed in gold. The convenience and saving effected by having this work done on the premises is obvious. Although it is desirable that this

kind of work should be done by a practical man, an intelligent assistant is quite capable, after brief instruction and practice, of lettering neatly in gold on the back of a book.

The manufacture of periodical covers may well be included in "home binding" work. A neat and serviceable cover is easily and cheaply made as follows:—Cut millboards the size required, cover with best art linen, or other good wearing material, leaving the requisite thickness between the two boards to form the back, and line with stout end-paper. It is a good plan to have several stock sizes, so that a number of cases can be made at slack times, and kept in readiness for use. The following sizes will meet general requirements:—

$10\frac{1}{2}" \times 7\frac{1}{2}"$   
 $12" \times 9\frac{3}{4}"$   
 $13\frac{1}{2}" \times 10\frac{1}{4}"$   
 $15\frac{1}{2}" \times 11\frac{1}{4}"$   
 $18" \times 12\frac{1}{2}"$

Handy letter files can be made by cutting two pieces of cardboard or stout manilla to the required size, and glueing a strip of linen or bookbinders' cloth to form the back or hinge. Many things of a like nature will suggest themselves to the enterprising librarian—in fact there is no end in matters requiring scissors, paste, and glue, to the possibilities of the "home bindery."

HENRY T. COUTTS, *Islington.*

**19. Staff Conferences.** We hear a great deal nowadays about educating the persons who use our Public Libraries. While this is desirable, it is hardly likely to be realised unless efficient assistants are employed in the libraries. The salaries paid to junior assistants are so small that few boys of good education apply for those posts. The boys we get do not know what librarianship means, and they consequently need coaching.

It is obvious that a library having a well-informed staff must be of much greater value to the public than one where the people are attended to by a collection of automatic book-fetching-stamping machines. Nothing is more annoying to a borrower, when asking a question, than to be met with an expression of blankness. It is therefore to the benefit of the librarian, of the staff, and of everybody concerned, that something shall be done to create a little enthusiasm in the breasts of those who have got into the state of acting by routine, and who take no personal interest in the work. If our Public Libraries are to be efficient institutions, it is imperative that the staffs shall be composed of smart assistants.

One way in which there is a possibility of creating some ambition in the minds of the juniors and obtaining a certain amount of proficiency is by organising a staff-debating society, or a series of conferences. So far as the writer's knowledge goes, very few libraries have in connection with their staffs any institution whereby the assistants are encouraged to look up matters relative to their profession, or to air their views on any points in which they are especially interested.

It is submitted that a series of meetings of this kind, which could be organised by one member of the staff concerned, would have good results. Papers might be given on various subjects connected with Public Library work, to be followed by discussions. Where the staff is large enough, English literature might be taken in the various periods ; or a series of papers could be given on connected subjects. If the librarian were sufficiently interested an occasional lecture from him would be greatly appreciated. He would thus have the opportunity of assisting in the education of his staff as regards Public Library work, and also of impressing upon them his own ideas, which after all are the main things an assistant has to study.

In the case of a small staff composed perhaps of only four or five persons, meetings of this kind are hardly practicable ; but even with a small number, a monthly chat at which were discussed difficulties which had cropped up during that period, would awaken concern in the minds of some who would otherwise continue to plod along in the mechanical way.

The meetings of the various associations are very helpful but they are not sufficient. At these meetings those who "orate" are usually persons who have some years' experience of the work, and naturally the majority of the younger members of the profession feel reluctant to take part in the discussions. To many of these the meetings eventually become a bore and they stay away. A cycle ride or a theatre have much more attraction on what is perhaps the only evening of the week they get to themselves.

It is suggested, however, that by taking part in staff conferences they would become accustomed to state their opinions and to digest those of others. This would have the effect of heightening the whole tone of the profession. The meetings of the associations would be better attended and the results of the meetings would be more valuable. The raising of the status of librarianship depends not only or mainly upon the work of the Library Association, but upon those in authority in the various libraries throughout the Kingdom. The more encouragement the assistants receive in making themselves proficient, the more popular will Public Libraries become, and the better will be the conditions under which the work is done.

P. E. FARROW, *Lewisham*.

**20. Stamping Books.** It is a difficult matter to state exactly how the books of a library should be stamped, for many persons have different ideas, not only as to where the books should be stamped, but also as to what kind of stamp should be used—whether it should be of rubber, metal, or a perforating stamp.

In practice it is found that the steel stamp used with ordinary post-office stamping printers' ink works best. Contrary to the general opinion, printers' ink does not smudge when applied with a steel stamp with fine-faced letters. So little ink is put on to the paper that it dries almost immediately, provided the ink-pad is not too wet. Rubber

stamps are not advised, for besides being liable to smear, the life of a stamp is not very long, for it soon gets worn down, and an untidy, slovenly impression is the result. There is also a difficulty in getting an even impression owing to the comparative softness of the rubber. The rubber stamp is very unsatisfactory in another way, for if used with ordinary aniline endorsing ink it can be erased quite easily. Stamps which perforate the name of the library are fairly satisfactory, but they are not in general favour.

The ink-pad itself is a very important thing and should be carefully looked to. Too much ink on it is fatal, for no stamp, whether of metal or rubber, can make a clear impression under these conditions. It would be far better if anything to have too little ink than too much, for the former will give a clear impression although it may be rather faint.

After having decided what kind of stamp to use the next point to consider is the shape. It should be circular and as small and neat as possible, so that it can be used quickly and will not look untidy if not quite upright. Oval and square stamps look untidy if not applied absolutely upright, and to do this takes some considerable time.

Now comes the question: Where shall we stamp the book? This is rather difficult to answer exactly, for some think that a book cannot be stamped too much, while others say that two or three times is quite sufficient. Many libraries have their own particular methods of stamping. Some stamp at regular intervals of 10, 25, 50, 75, or 100 pages, others at the beginning or end of every chapter, whilst many think it is necessary to make only one impression in the book at about page 50 and to use a blind embossing stamp for the boards.

Whatever pages may be stamped in the actual text, every title-page, first and last pages of text and all plates, maps, etc., should most undoubtedly bear the library mark. All impressions should be as close as possible to the text, which will allow for the rebinding of a book, during which process the margins are sure to be trimmed.

VIOLET A. AITKEN, *Islington*.

## **21. Subject Hunting: Reference department.**

The primary duty of a reference library assistant is to aid enquirers in research. It may be that much other work is given him to do; nevertheless, all else is subordinate to the immediate interests and wants of his visitors: such additional clerical or other work as may be delegated to him is merely spare-time employment, and should not be allowed to obstruct the discharge of this chief function.

It is an onerous duty, for the way in which it is conducted may make or mar the reputation of the library. The reputation of such an institution is equal to the success the reference assistant attains in eliciting information from the many dumb volumes which surround him.

It is a very exacting duty; it requires much persevering patience, a deal of tact, and not a little erudition. The assistant who aspires to

unfailing success must needs know the "scope" of practically every volume under his charge: precise notions must be his of the periods embraced by the more important reprints of historical documents which his library may contain, such as the "Creevey papers," "Paston letters," "Pepys' diary," etc.; he must at least have some idea of the *kind* of matter he may expect to unearth in the works of the great essayists; he must, too, have clear ideas of the extent and the delimitations of all the "ologies" and "isms" known to the lexicographer; and lastly, but not one whit less surely, he should have sound grounding in those systems of natural classification wherein scientists delight to ambush their public.

It may be imagined that, with such a catalogue of qualifications to his credit, the assistant is himself expected to discharge the duties which naturally devolve upon the library. By no means, for I conceive such wisdom to be elementary essentials of confident and intelligent research, and the acquirement thereof is a matter of small labour.

That brilliant figure in nineteenth century science, Faraday, was wont to carry in his pocket whitherso'er he went a small card whereon he might transcribe any new thought that might happen to arise in his mind. This little trick can be usefully appropriated by the ambitious reference assistant, only instead of noting thoughts note words. Any orthographic stranger that is met with (look down the "contents" of a technical treatise and many will be stumbled upon) should be straightway written down; do not try to bear it in mind—for memories were deceivers ever—but take to systematic entering. When this is done odd moments are profitably employed in ransacking a good dictionary, and do not leave it till its full meaning is thoroughly understood; scamping a dictionary is worse than useless, tending only to confuse the mind instead of enlightening it.

One thing more. Make a careful study of the biological orders. Obtain a book, if possible, wherein they are displayed after the manner of a pedigree, and follow the chart attentively, not being afraid meanwhile to have recourse to the dictionary: shun encyclopædias and text-books unless you are already fairly familiar with the subject or propose making yourself so.

Now as to the process of running elusive topics to earth. With the latter-day multiplication of quick-reference works, encyclopædias, dictionaries, and annuals innumerable, encompassing almost every conceivable subject, it is not often that one cannot readily satisfy even the most curious query. My own efforts this last week range from the wherefor of the colour of the sky to the wages of miners in South America—all duly fathomed. However, notwithstanding the imposing majesty of the *Britannica's* mighty index (the sidereal heavens alone rivalling it in the awe it inspires within me), it sometimes does happen that all and sundry of these very useful volumes remain absolutely mute to the most persistent endeavour. To suggest a road of pursuit in such an instance I must assume a hypothetical enquiry.

We will suppose someone wishes to find an exposition of "Mendelism." In vain you may explore every dictionary at your command

for a trace of such a term, unless you happen to be so fortunate as to possess the requisite part of the *Oxford Dictionary*. In such a predicament it is best to ask of your enquirer to what branch of knowledge it relates. He may have no precise idea, but sufficiently close for you to act upon. In this instance you will probably elicit the information that the subject is a biological one, and I have rarely found a borrower so utterly ignorant of his own question that he was unable to denote the broad character of the subject. If he is so then the literature he seeks is likely to be to him as unintelligible as Coptic.

With its biological kinship indicated it is best to find out, by consulting the card catalogue or other means of reference, whether in the lending department there is a sufficiently up-to-date work on the subject to be of service. In the majority of cases this will be so, and an intelligently developed lending library is a far more accessible supplement to a reference-room than whole buildings filled with out-dated magazines. There being two popular accounts of "Mendelism" in publication it is to be supposed that your library will contain one; if not, the next plan is to immediately turn up the back periodicals covering as precisely as possible the particular phase of learning in point—if not biology then "pure" science, and so on. This is preferable to consulting a general index to periodical literature, or even one to technical literature, and for pure science recourse is to be had to the half-yearly volumes of *Nature*. Being superbly indexed it will not be a very lengthy task to discover the article on Mendelism, which is some two or three years old. Likewise if the information solicited had been "Tungsten as applied to incandescent lamps," an examination of last year's volume of the *Electrical Engineer* would reveal a considerable discussion.

Should it happen, however, that the matter needed were not a technical one by any means, it would be a ridiculous waste of time to delve promiscuously into any magazine that may occur to you, and any general indices that may be available will be found extremely useful. When such an article as is desired here is eventually exhumed it is an excellent notion, as recommended by J. C. Dana, to make a note of its whereabouts on a card to be filed for future reference; for if a subject has once been requested it is not at all unlikely to again be a motive for enquiry.

Now will be seen an extra value that is gained by straightway jotting down words that are new. Had "Mendelism" been come upon whilst casually perusing a daily paper and, being fresh, duly noted on the card, futile scouring of dictionaries would betray the fact of its recent innovation. With this so forcibly known a later chance encounter with an exposition of the doctrine of Mendel will not be missed of making one's self thoroughly conversant with its precise scientific relationship and significance.

A source of some trouble to the reference-room assistant is the debating or mutual improvement society "light." He gives expression in somewhat nebulous terms to an even vaguer topic, which might set one's brain racking till midnight without its being in the slightest

measure illuminated. When a volume of *Æsop's Fables* fails to completely serve the enquirer's purpose someone of the essayists may in the greater number of cases be safely resorted to. Of course, if the subject is a well-defined one, recourse will be had to the obvious channels of information: where these are not so apparent the bibliographies in Holyoake's *Handbook for Debating Societies* adequately supply the deficiency. Since most of these societies may be relied upon to espouse very similar causes it is useful to procure a specimen or two of their sessional program, and mark against the more misty topics—such as "Is happiness attainable?"—likely sources of enlightenment, retaining it, along with the card previously mentioned, for future use.

The foregoing suggestions may appear to some to savour of the "high fantastical," but I think in practice they will be found to be a great deal more sensible than appears on paper. Indeed, their value has been attested in many ways by the writer, and a little personal experience is worth much self-conscious musing. There was no intention of writing the nucleus of a new *Advice to Young Men*, but a genuine attempt to put on record hints that may be useful to others.

Articles relating to subject-hunting:

- Dana. *Library Primer*. 1899. Ch. xiii., *Reference Work*.  
 Foster. *Assistance to Readers*. United States Education Report. 1892-3. Vol. 1. P. 982.  
 Lewin. *Records and Research Work*. Library Assistant. 1904. Pp. 95 and 114.  
*Reference Work in Libraries*. Symposium. Library Journal. 1891. P. 297.  
 Woodruff. *Reference Work*. Library Journal. 1897. Conf. No. P. 65.  
 Brett. *Use of Periodicals*. Library Journal. 1895. Conf. No. P. 12.  
 Faxon. *On the use of Periodicals in Reference Work*. Public Libraries. June, 1898.

All indexed systems of exact classification.

Indices to periodical literature:

Poole index (3rd ed., 1881). Poole supplements (quinquennially). Annual literary index. Review of Reviews index to periodicals (annually). Cumulative index (bi-monthly). Archibald Constable's Index to technical periodicals (bi-monthly). Review of Reviews (monthly). Times index (monthly).

ARTHUR J. HAWKES, *Bournemouth*.

**22. How to cut the leaves of a book.** "How to cut the leaves of a book?"—"Why anybody can do that."

One often hears these remarks, but it is only necessary to examine the books and periodicals of almost any library in order to prove that just anybody cannot cut a book properly.

The object in cutting the leaves of a book is to open them for the purpose of reading, and the edges should be cut as evenly as possible. But this is not such an easy matter as it appears to be.

Before beginning to cut a book it is necessary to consider the quality and texture of the paper, and the way in which the sections are folded. A skilled person will handle the knife according to the strength



and toughness of the paper which has to be dealt with. An inexperienced or careless person will not consider these points, and will probably make a bad job and spoil the book.

To cut a book properly the proper instrument must be used, and on no account should an ordinary pocket knife be made to do duty for a paper knife. It is too short to allow of its being properly handled, and there is also danger of its leaving the fold of the paper. Paper knives are usually made of ivory or bone, and should be fairly long and have an even edge, and not too sharp nor too thick.

Assistants should not "saw" the paper as this gives the edges an untidy and ragged appearance. The leaves should generally speaking be cut by a drawing movement and not by a pushing one.

One of the most fruitful sources of injury to books is in the failure to get the knife right up into the back stitching of the book when cutting the top edges. Neglect of this precaution will show itself in slits and tears at the point where the paper knife leaves the fold. After the book has been in circulation a short time these uncut portions will show up.

It should be noted that books with gilt or coloured tops frequently require to have their fore edges cut. Books in paper wrappers are usually bound up before being put on the shelves. The process of sewing is much facilitated if these books are sent to the binders with the edges unopened.

LILIAN FAIRWEATHER, *Islington*.



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I. CHALKLEY GOULD.

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WE have to announce with deep regret the death of Mr. I. Chalkley Gould, founder and director of the *Library World* since its establishment in 1898. Mr. Gould was a member of an old Essex family associated with Loughton and its neighbourhood, and was born in 1844, his father being the late George Gould, of Traps Hill House, Loughton. His connection with the firm of Marlborough, Gould & Co. and other stationery and printing concerns led him many years ago to give some attention to library and museum work, towards which he had always been attracted because of his personal interest in archæology and literature. In this way he became associated with many museums, libraries and antiquarian societies, and identified himself more particularly with the movement for the preservation of ancient British earthworks. He was a Fellow of the Society of Antiquaries, vice-president of the Essex Archæological Society, the Essex Field Club, and the British Archæological Association. Within recent years he acted as hon. secretary of the Committee for Recording Ancient Earthworks and Fortified Enclosures—a committee for the formation of which he was largely responsible and in the work of which he took a very deep interest. He was chairman of the Committee for the Exploration of the Red Hills of Essex—an important undertaking which is not yet completed. He also contributed several valuable papers to the *Victoria History* of Essex, and assisted the editor of that publication in revising the earthworks sections of other counties.

He was an enthusiastic bibliographer, and compiled an extensive series of lists of articles on earthworks, one of which was noticed in a recent number of this magazine. He also collected books relating to the county of Essex, and possessed at his death one of the largest and most valuable libraries of this kind in existence. In the interests of bibliography, particularly as it concerns librarians, he made three attempts to make the *Library World* a good guide to the selection of current literature by establishing the "Book Selector" as a regular department, and in other ways; but unfortunately the apathy of a majority of the publishers made the scheme impossible. Another branch of bibliography in which he was deeply interested was the preservation and cataloguing of local records, a department of work which he was strongly in favour of handing over to the municipal libraries as being most accessible and permanent. In the absence of a body of archivarians, like those established on the Continent, he was of opinion that the Government should have made a proper arrangement with the local authorities on this basis, and he was very much disappointed at the result of the enquiry made by the special commission.

Mr. Gould was known personally to several curators of museums in various parts of the country and also to a large number of librarians,

but in general he felt himself to be but an amateur and was very modest in his opinions on professional questions. Nevertheless there was very little stirring in the profession that he did not know and in which he did not take a keen interest, whether it was the adoption of a new label by a library or the opening of a £20,000 Carnegie building. His work in establishing the *Library World* as an independent professional journal for the free and unbiased expression of opinion on all sides of every question, has been most influential, and it is doubtful if any other single agency has done so much to awaken interest in the improvement of librarianship. Although it will doubtless come as a surprise to many librarians to learn that such a keen and sympathetic friend of libraries was an amateur, comparatively unknown to the majority of the profession, those who knew him personally could feel and understand his kindly and generous appreciation of everything that was good in librarianship and realise his great services to the library movement notwithstanding the unobtrusive way in which they were rendered. His death will be a great loss to his many friends and his family, who all have our sincere sympathy, and it will also be severely felt in the conduct of this magazine and by his more immediate associates in the library world.

Mr. Gould died at Traps Hill House, Loughton, on Friday, Oct. 11th, and the funeral service took place at Loughton Parish Church on Wednesday, Oct. 16th, in presence of a large circle of relations, friends and neighbours, who assembled to do honour to one who was universally loved and respected.

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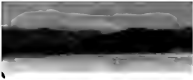


## THE LIBRARIAN ABROAD.

### I.—AN EAST LONDON LIBRARY.

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**B**USINESS, and a mere accident, call it caprice if you will, took the writer into the East End of London and into a Public Library situated in this somewhat dingy and sordid area. What attracted attention to the building was not its architectural beauties, but an extraordinary assemblage of notices, injunctions and appeals with which the lower walls were plastered, and which rendered the general aspect of the exterior somewhat similar to a post-office or police-station. Some of the placards were connected with the outside activities of the library, lectures and similar features, but one in particular seemed both novel and suggestive. This was a list of topics on which books were to be found in the library, and although only a hand-printed bill, it seemed to serve as a reminder that the library was an information bureau, and not a mere building to be glanced at in passing. Why not inscribe on the façades of new libraries, in appropriate panels with deeply incised letters notices like this?—



"Within this building information can be found in books and periodicals, on Science, Chemistry, Building, Art, Music, Trade, Shipping, Botany, Education, Religion, Travel, Biography, History, etc."

Some buildings are covered with the names of illustrious authors, like the Bibliothèque Ste. Geneviève at Paris, or such names are painted on the walls inside; others have statuary, or huge carved labels with the names of donors writ large upon them. But a method of showing the contents and uses of libraries in a permanent and prominent form, seems preferable to some of the absurd schemes of mural decoration to be seen on public buildings. Whoever thought of this Table of Subjects in East London is certainly a person of some ideas. The general effect of many notices is, however, bad, as one kills the other, and this is very marked in the lobby and reading rooms of this same library, where discordant notices of all kinds positively litter the walls.

The interior of the East London library was not very inviting, when it could be viewed after the mind had recovered from the dizziness induced by the swarm of conflicting notices. The ceilings and walls, where not covered with notices—perhaps this accounts for their number—were decidedly in want of cleaning, and the odour of the large news-room was like nothing so much as the small mammal house at the Zoo. Attempts had been made to ventilate the place—every window was open—but in spite of all, the stench was positively *solid*. The writer has smelt many libraries in his day, but never one so thoroughly satisfying to the olfactory nerve. Heavens! it can be smelt even now! The newsroom is a pretty large one, with newspaper stands all over the floor, and it was inhabited—everyone seemed to be a permanent freeholder—by a motley crowd of men, among whom Slavonic Jews seemed most in evidence, with unwholesome complexions and abundance of nose. No doubt some of the smell was contributed by those individuals, though the floor must also have offered up no small quota of the incense that seemed to rise in substantial chunks. It may be noted, by the way, that the floor is constructed of wood blocks, and is an object-lesson to architects and librarians both, in the unwisdom of using such an untrustworthy and unsatisfactory material for a floor which has to carry dirty and heavy traffic. It is, indeed, most instructive to compare the mosaic paving of the St. Martin's Lane (Westminster) Library, with the wood-block floors laid ten or fifteen years ago in London newsrooms, and find that there is so little to be said in favour of wood blocks. The East London Library illustrates every defect of this kind of floor, in its irregularity and worn condition; the masses of solid dirt in every joint, and the pain it must give to the corns of its ill-shod frequenters with its rough and undulating surface. A more powerful sermon against newsrooms was never preached to the opponents of libraries than is preached by the appearance and condition of this East London newsroom. The lending department was doing very little on the occasion of this visit, but one could hardly be surprised at this considering the hour. The space for the public is very small, and the counter is surmounted by a Cotgreave indicator, one portion of which is cocked across a corner in a very ridiculous manner. The stock seemed old, and the general

aspect of the room was gloomy. A ladies' room was occupied by three giggling Jewesses and a party minus a hat. A door under a staircase bore a notice that a children's library was within, and about six lads were waiting outside to change their books. The notice said the room would be opened at 4.30, but at 4.40 nothing happened, and one boy, more forward than the others, pushed the door, found it open, and suddenly disappeared, followed immediately by his companions. Curiosity prompted exploration, and the writer entered the door in turn, but just saved himself by an effort from being precipitated down a pitch-dark staircase, which seemed to lead to a cellar. A cautious descent *did* lead to a kind of dungeon, illuminated almost imperceptibly by one gas jet, and there the boys were found in front of a glass window, or partition of some kind, alongside which a small indicator, or something that looked like one, was placed. No one was in attendance, and the boys waited in silence in the dark with perfect patience. The writer makes no comment on the absence of someone in charge at the hour of opening—these little lapses occur in all libraries occasionally—but that any sane library committee should allow a children's library to be placed in such a dangerous and horrible dungeon is almost incredible. Upstairs, with walls covered with the same jumble of pictures, railway advertising frames, notices, etc., were found a museum containing a few specimens, but no visitors, and a reference room which was fairly well used, and in charge of an assistant who issued books from behind a barrier. The Semitic nose and lips were again in evidence, but the room looked business-like, if not comfortable, and seemed to be doing very good work. The general impression given, indeed, was that considerable work was being accomplished, much of it excellent, some of it of questionable utility. An undoubted improvement would be to close the place for a month and fumigate it. Another would be to transform the newsroom into the reference library, making the present reference room a magazine room. The museum might also be sold, or disposed of, and turned into a respectable library and reading room for the children. The ladies' room might also be abolished, and a few newspapers displayed in it instead of the tittering creatures with purple frocks and ostrich feathers who are its present frequenters. This East London library is well advertised, indeed its managers are adepts in the art of making it widely known, and it is accordingly doing good and beneficial work in the midst of a large and poor population. It conveys the impression, however, that things have been organized too much on the assumption that anything is good enough for the East Londoner, and this may account for the children's dungeon, the unwholesome newsroom and the other features already commented upon. The writer believes that one part of London is just as much entitled to comfortable and good library accommodation as another, and is sure that with a certain amount of judicious adjustment, any of the poorer or older libraries could be improved without much cost. Certainly this East London library would become a fresh institution if the random suggestions noted above were acted upon.



## LECTURE COURSES.

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IT is our intention from time to time to publish the programme of lecture courses in different parts of the country as aids and suggestions to librarians who have to arrange them. The subjects and authors will be given only, but attention will also be drawn to any feature of interest in the syllabus of particular libraries when either novel or striking.

## BOOTLE.

*Central Library Lectures, with lists of books on each subject added to the entries. Lantern and musical illustrations a feature.*

English Music; a Seventy Years' Sketch, by J. Butler Fortay.  
A Wayfarer in Rural Japan, by Harold E. Young.  
Nursery Rhymes, and the Stories they tell, by John Lee, B.A.  
The Cheapest Holiday in the World: Belgium, by Rev. Sidney A. Barrett.  
The Wonders of Light, by Fred. W. Saxby.  
Garden City Ideals, by George Rose.  
The National Anthems of Europe, by Samuel Clarke.  
The Canadian Highlands, by Rev. Albert H. Walker, B.A.  
A Border Pilgrimage, by Arthur A. Dallman, F.C.S.  
The River Mersey from the Moors to the Sea, by Dr. John W. Ellis, F.E.S.  
The Evolution of Photography, by Alexander Rule.  
Some Famous Flags of the British Army, and the Tales they tell, by R. H. Scotter, C.E.  
The Surface of the Moon, by Rev. Frederic F. Grensted, M.A.  
Austrian Lakeland, by George E. Thompson.  
Mary, Queen of Scots: her Life and Times, by Rev. James Hamilton, M.A.  
A Merry Night with Great Humorists, by William Bennett.  
The Romance of Steam Navigation, by John Kennedy.  
Gounod's *Faust*: the Opera and its Story, by Albert E. Workman.

## BROMLEY (KENT).

Britain and Greater Britain, by Alderman Thomas Davis.  
Some Studies in Evolution, by Rev. Claude Hinscliff.  
Charles Kingsley: his Life and Message, by Hy. Morris.  
Leaves—considered in Relation to their Surroundings, by J. A. Watson, B.Sc.  
A Recent Visit to Egypt, by Mrs. Bennett.  
The History of the Order of the Hospital of St. John of Jerusalem, by Dr. J. H. Yolland, M.R.C.S.  
Music as a Handmaid to Religion, by F. Lewis Thomas.  
Egyptian Antiquities, by T. S. Townend.  
Bromley in the Last Century, by Miss Parr.  
Some Common Objects of the Microscope, by L. Beesley, B.A.  
Wendell Phillips: the Man and the Orator, by Rev. W. Justin Evans.  
Miguel de Cervantes: his Life and Work, by G. Loly, B.A., A.K.C.

## WALTHAMSTOW.

Canada up-to-date, by Dr. John Robbins.  
Russia and her Peoples, by F. P. Marchant.  
Charles Kingsley: the Man, his Times, his Novels, by W. Hy. Brown.  
Canada, the Land of Homes and Work for all, by Dr. Robbins.  
Walthamstow in the Past, by G. F. Bosworth,

## THE SCOTTISH LIBRARY ASSOCIATION.

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A FAIRLY large and representative meeting of Scottish members and friends of the Library Association was held on the evening of Wednesday of the Conference week, in the Council Hall of the Royal Glasgow Institute of the Fine Arts, to consider the advisability of forming a Scottish Library Association, or a Scottish branch of the Library Association. The chair was taken by Mr. Minto, M.A., Signet librarian.

After some general discussion of the proposal, which discussion elicited the fact that the meeting was almost enthusiastically unanimous as to the desirability of some sort of Scottish Library Association being formed, Mr. Shirley, of Dumfries, moved "that this meeting now form itself into a branch of the Library Association." Mr. McNairn, of Motherwell, pointed out that as a branch of the Library Association the Scottish Association would be greatly strengthened. They would be able to influence the Library Association somewhat to consider the matter of Scottish library legislation. Up till the present, remarked the speaker, none of the Bills promoted by the Library Association had taken into account the libraries north of the Tweed.

In what was practically an amendment, Mr. Fraser, of Aberdeen, suggested that the meeting should form itself into a Scottish Library Association. As there was some lack of knowledge amongst those present as to the constitution of branches of the Library Association, and the relation of branches to the parent Association, this suggestion was agreed to, under the proviso that when complete information had been obtained, those present at the inaugural meeting should be made acquainted with it at a future meeting. It would then remain for the Association to affiliate or not, as members desired.

A committee to obtain the required information and report at the future meeting was formed, with Mr. Craigie, of Perth, as hon. secretary, and other members are: Mr. F. T. Barrett, Mr. Minto, Signet librarian (convener); Mr. Fraser, of Aberdeen; Mr. Pitt, of Glasgow; Mr. Shirley, of Dumfries; Mr. Wilson, of Edinburgh; Mr. Duff, of Ayr; and Mr. Maclauchlan, of Dundee.



## JOHN MACLAUCLAN, OF DUNDEE.

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A FAMILIAR figure in the library world, a prominent citizen of Dundee, and a kind and estimable man passed away, when John Maclauchlan died somewhat unexpectedly at Glasgow shortly after the Library Association meeting, on October 1st. He was one of the oldest and most notable of the small group of Scottish



librarians and museum curators who took an active part in the development of the profession, and for many years his genial and sympathetic presence was welcome at many meetings of the Library and Museums Associations. He was president of the latter Association when it met at Dundee this year, and his death will deprive two societies of an honoured and capable member. John Maclauchlan was born at Perth in 1838, and was therefore sixty-nine years of age when he died. He was librarian and secretary of the Perth Mechanics' Institute, from 1856 to 1873, and in 1874 he was appointed librarian, secretary and curator of the Albert Institute, Dundee, a post he held at his death. He had a stiff piece of work to tackle when first he went to Dundee, owing to the defective arrangements he found installed, but he overcame all difficulties, and soon had the library running on lines which secured public appreciation and prosperity. He assisted Mr. Kennedy, one of his chairmen, who died in 1904, to design the "Kennedy" indicator in 1875, and this appliance is still at work. In addition to a very large catalogue of the Dundee lending library, notable for its analytical entries, he wrote a number of papers on library and museum subjects, and also on literary, geographical and artistic topics. Later work had been the establishment of branch libraries in various parts of the burgh of Dundee, and the organization of exhibitions; labours which he carried out with characteristic energy. The following appreciation from the pen of Mr. James Christison, of Montrose Public Library, which appeared in the *Dundee Courier* on October 2nd, will fitly close this brief notice of a good librarian and a true man:—"Of his warm-heartedness, his unflinching kindness, his loyalty to his friends, his helpfulness to men less fortunate than himself in his own profession, those who knew him best can abundantly testify. Everyone had the same courteous consideration from him, and the encyclopædic knowledge he possessed was ever at the service of all who applied to him. He was ever ready, in the midst of his arduous labours, to advise, suggest, and to solve one's difficulties, or point a way towards a solution....At sixty-nine few men can bear the tremendous strain of continuous work which Mr. Maclauchlan imposed upon himself—a strain wrought upon him to a very large extent by his devotion to the high ideals of his profession which he entertained, and to his unflinching kindness of nature. And so he may be said to have died in harness—and as we think he would have chosen so to die. To have known Mr. Maclauchlan is an honour; to have had his friendship and his counsel is a memory to be cherished."





## GLASGOW CONFERENCE NOTES.

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' A chiel's amang ye takin' notes,  
And faith, he'll prent them.'

AFTER the stirring times promised us by men of the N.W.B., the Business Meeting proceedings passed over in a disgracefully tame manner. There were so many metropolitans to be put into their proper places, if not actually to be *obliterated*, that a general feeling of disappointment was evident when 11 p.m. came and found G. T. S., E. A. S., J. H., and E. Mac. still perforce listening to wisdom from the erring metropolitans on the bench. This was not what was expected. It is rumoured that the janitor of the Institute was discovered next morning to be in possession of a vast array of pipe-lights. These on examination turned out to be N.W.B. type-written circulars, demonstrating in the language of statistics how much more love the N.W.B. has than the other branches for the old L.A. The Library Association should doubtless be grateful for this show of affection, but if asked its opinion on the matter would probably counsel its *protégé* to save its pennies for a more useful purpose than that of preparing circulars which eventually it had not the courage to distribute.

The very good sale of the 1906-7 *Class List of Best Books* at the Glasgow meetings may be taken as an assurance that its value as a guide in book selecting is now generally realised by librarians and other delegates. But we would like to see a larger number of cities taking a dozen or more copies, for this is the very type of guide that should be put into the hands of all members of Library Committees, and no better investment could be made than for a librarian to secure copies for distribution among his committee-men. By it they will begin to realise wherein lies the science of book selecting. No annual book list comes out with the same authority as this one, and publishers in their eagerness to get advertising space in it are showing a hearty recognition of the fact. It would be difficult to get together a more competent body of experts in particular lines than those who contribute to this year's issue.

We confess to some sympathy with Mr. Deas' proposal to the Council of the Association that brief untechnical reviews of the proceedings at annual conferences should be published. Such reports if interestingly done would be most suitable for distribution among members of Library Committees, and they would doubtless be *read*; but what librarian at present has the temerity to offer busy committee-men the extensive conference reports printed in the *L.A.R.*? But it is not at all surprising that the proposal should have been opposed, as the elements of expense and risk cannot be passed over lightly.



The address by Mr. J. C. M. Hansen, chief of the Catalog Division of the Library of Congress, was one of the most interesting delivered during the Thursday session of the Conference. It is satisfactory to know that the British-American Code of cataloguing rules is now nearing completion. We believe the majority of librarians will be somewhat surprised, when the Code is published, to find its elaborateness, but so long as it is not another "Cutter" in size no one will cavil. It is to be hoped that the kindly interest displayed in it internationally is an omen that it will be adopted by a goodly number of librarians in both the hemispheres.

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Glasgow did the Association well as regards supplying literature on the libraries of the city. The Corporation *Handbook* is an instructive addition to the tool-chest of librarianship, and does credit to Glasgow's civic enterprise. Mr. Paterson's pamphlet does justice to the career of the Stirling's in an interesting manner. Mr. Ewing's *Handbook to Baillie's Institution* is intended to be reprinted as often as necessary, and will therefore be a permanent guide to the library. The *Notes on the Glasgow Libraries* is not the least interesting of the lot. A pamphlet like this latter would be worth keeping in print, and would be particularly interesting if illustrations were given. Cities like Glasgow, Manchester and Edinburgh, which have so many valuable libraries, should take a leaf from the notebook of the Chicago librarians and publish guides to the libraries within their boundaries. The *Library Handbook* of the Chicago Library Club is one of the most interesting little books we have seen.

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A point of particular interest to assistants was the short discussion on the Council's report as to the proposed Summer School in London next June. There can be no doubt as to the desirability of having such a school, and it is to be hoped that the librarians of the country will make it convenient for their assistants to attend, for it is the librarians who are to make the success of the 1908 school a certainty. Too often is it the case that the chiefs are responsible for the apathy—apparent or real—of their assistants. The difficulties some assistants have to undergo in order to get even ordinary books on library economy is little short of scandalous. The writer is acquainted with three young men who had to join subscription libraries in order to get necessary text-books when studying for certain professional examinations! One of them, after studying assiduously for several months without receiving any encouragement from his chief, threw up his billet in disgust. Under such conditions library assistantship spells misery. But judging from the immense success of the work of the Education Committee of the L.A., it would appear that no amount of prejudice on the part of insignificant individuals will affect the forward movement which has now set in—a movement that is making librarianship a profession. Last year there were 175 students entered for the professional examinations of the L.A., and centres were arranged at fourteen different places from Glasgow to Cape Colony. Within the brief space of twenty-four

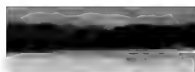
months the number of candidates presenting themselves has trebled. But to hark back to our first point—the success of the 1908 Summer School will be a fitting cap on the success attending the other enterprises promoted by the L.A. Education Committee.

All the exhibitions made at the Conference were very good. Mr. Chivers' was the one that appealed to book-lovers most, and it focussed much attention. For the practical men the display of library appliances was interesting. This is a feature of great value to provincial librarians, who have seldom an opportunity of seeing up-to-date appliances. The "best books" exhibit was most useful, but there were some curious omissions from the lot, and also some strange inclusions. Why F. C. Howe's *British City* should be omitted, and Loria's *Economic Foundations of Society* should be included, is puzzling.

Not the least important event of the Conference was the formation of the Scottish Library Association. The idea of an Association for Scottish librarians had been in the air for some considerable time, but although enthusiasts in particular localities had done their best towards stirring professional feeling on the matter nothing had been arranged. So the Scottish Library Association has a clear field. It has been started with about a score of members, but this number represents a minority of the Scottish librarians interested. Mr. Shirley, of Dumfries, was able to inform the meeting that support from several Anglo-Scots was likely to be forthcoming.

The formation of subscription departments or book clubs in connection with Public Libraries is a matter which should be worth investigating by librarians of areas which bring in small incomes. The writer was discussing the *raison d'être* of these enterprises with the librarian of a Public Library over the Border who believes in them and has one, and he was informed that for a working period of twelve months the clear gain in books from this club was £90. A book bought by the club was available to members for a period of twelve months, after which it passed into the Public Library. By this means the library is becoming enriched with the volumes of the Cambridge *Modern History*, Herbert Paul's *History of Modern England*, and such-like expensive works, which ordinarily would be beyond the powers of the committee to purchase. It may be allowed that a library with an income of about a thousand pounds or more per annum has no need for these clubs. A general idea of their working can be had from Mr Brown's *Manual of Library Economy*, sec. 410.

In the report of a fairly successful year it is unfortunate that the Council should again have to announce the non-success of the effort to get the Public Libraries Bill passed into law. The unfortunate fact that the Bill is being blocked by one or two representatives of towns which have Public Libraries makes one think hard. There must be "something rotten in the state of Denmark" when a local authority



considers Public Libraries to be of so little good as to warrant itself justified in requesting its representative in Parliament to block such a Bill as the one being promoted by the Library Association. Unless librarians in the country work a little harder to raise their libraries rather higher in public estimation, and agitate a little more to get their committees to support the Bill, the Greek kalends will dawn before it becomes law.

C. F.



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

**Bangor: Ireland.**—A movement is in progress to establish a library and technical institute for Bangor, and the Urban District Council have agreed to grant a site on certain conditions. Towards this scheme Mr. Carnegie has offered £1,500.

**Bangor: Wales.**—Mr. Griffith Roberts has been appointed librarian of the new library, which Lord Penrhyn is expected to open early in November.

**Batley.**—The new Public Library building which has been erected at Batley, through the munificence of Mr. Andrew Carnegie, was opened on October 19th, by the Mayor (Councillor W. J. Ineson), who was accompanied by the Mayors of Dewsbury, Morley, and Ossett. In the name of the Town Council, Alderman G. Hirst, the ex-Mayor, presented his worship with a gold key subscribed for by his colleagues in recognition of his initiative in securing the library for Batley. The library has been erected at a cost of £7,500, £1,500 having been subscribed by the Batley Corporation for the erection of a clock tower, and the rest by Mr. Carnegie.

**Bolton.**—On the recommendation of the chief librarian (Mr. Archibald Sparke, F.R.S.L.), the Libraries Committee have decided to pay the fees and railway fares of six of their assistants to attend the classes for library assistants held at the Manchester School of Technology, amounting to two guineas each.

**Bonnyrigg.**—On October 22nd, the Town Council resolved to adopt the Public Libraries Acts in order to secure Dr. Carnegie's gift of £2,000 for a suitable building.

**Bournemouth.**—On October 26th, the first of four new branch libraries provided by a gift of £10,000 by Dr. Carnegie was formally opened by the Mayor (Alderman J. A. Parsons) at Winton. The late Lord Leven and Melville gave the site. No sites are at present forthcoming on which to erect the two libraries at Boscombe and Westbourne. The new building, which cost £2,000, is a compact and convenient library with a good open access lending department and a large reading room for chief features.

**Bromley (Kent).**—A very successful Literary and Debating Society was inaugurated on October 10th in connection with the Public Library, when Councillor Harper (chairman of the Public Library Committee) presided over a well-attended opening meeting. A neat programme has been printed, and the intention is to regard the society as an addition to the many activities of the library which Mr. W. J. Harris has so zealously promoted.

**Castlebar.**—The Public Libraries Acts were unanimously adopted by the Urban District Council on October 14th, on the motion of the chairman, Mr. P. Timlin, J.P.

**Dewsbury.**—A proposal by the Public Libraries Committee to exclude the novels of Fielding and Smollett from the library has been referred back for further consideration by the Town Council. This is a very wise step, as nothing can be so dangerous as these spasmodic and ill-regulated attempts of majorities on Public Library Committees to edit and revise the decisions of posterity on literary classics. Any committee which embarks on this kind of censorship without extreme deliberation is certain to make grave mistakes and have their action held up to general ridicule.

**Dornoch.**—The new library building presented by Dr. Carnegie at a cost of £1,250 was opened on October 9th.

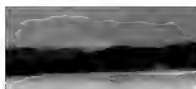
**Dorset.**—The Dorset County Education Committee at its last meeting approved a book-lending scheme for schools. It is proposed to work on somewhat similar lines as in Herefordshire, where a scheme embracing both schools and villages is in successful operation.

**Dundee.**—Mr. D. Douglas, sub-librarian, has been appointed librarian *pro tem.* pending the decision of the Public Libraries Committee as to dividing the duties of librarian and curator, which were held jointly by the late Mr. John Maclauchlan.

**Eccles.**—A new Public Library building was opened in Church Street, Eccles, on October 19th. Its establishment is due in great measure to Mr. Edward Potts, a resident of Eccles and a well-known Manchester architect, who managed to gain the sympathetic assistance of Dr. Carnegie. The building has cost some £7,500, which is the amount contributed by the now famous promoter of libraries, after whom it has been named. Mr. Grindle, in an address, called attention to a praiseworthy feature in the equipment of the library—that readers have open access to the bookshelves for the choice of their volumes.

**Glasgow.**—The annual excursion of the staff of the Glasgow Corporation Public Libraries was made in September to Garelochhead, one of the most beautiful points in Argyllshire. A large party, which included many friends of the staff, was in attendance, and under very favourable climatic conditions a most enjoyable day was spent.

**Gravesend.**—The borough librarian will give half-hour talks about books, how they are made and how to use them, with ocular demonstrations, to children between the ages of eleven and fourteen years. At



first these talks will be monthly, but if they should prove successful they will be given weekly. Although these talks will be quite free, admission will be by ticket. These tickets may be obtained a week before the first talk, which will be given on Tuesday, December 3rd.

**Ilford.**—It has been discovered that the branch library at Seven Kings, erected at a cost of £4,000, will absorb for its upkeep nearly the whole of the amount raised by a penny rate under the Libraries Act, so that no money will be available for the maintenance of a Central Library. Accordingly the erection of the latter building has been abandoned for the present. The Council propose to lay out the site as a pleasure garden. An indignation meeting of ratepayers is to be held to protest against this course, and to insist that the library shall be built at once and Dr. Carnegie's gift of £10,000 fully utilized.

**Ilkley.**—The new Carnegie Library building was opened on October 2nd, and forms part of a complete scheme of buildings designed to comprise all the departments of the local authority. The library also contains provision for a museum. As announced previously, Mr. W. Graham, late of Gateshead, is the librarian.

**London : Fulham.**—Dr. Carnegie has promised to give £15,000 for the erection of a new Central Library building, which will occupy the site of the present adapted building in Fulham Road.

**London : Greenwich.**—The second of the Greenwich library buildings, erected at a cost of £6,000, provided by Dr. Carnegie, was opened on September 28th by the Mayor (Councillor Charles Stone, J.P.). The building is situated in London Street, and comprises a general reading-room, lending department arranged for indicator charging, a reference library and the usual offices. The general effect is very pleasing, and the architects, Messrs. Wills and Anderson, must be congratulated on their success. The chief drawback will be found to be the noise proceeding from London Street, a very busy thoroughfare along which electric tramway cars are continually running. The interior arrangements made by Mr. W. Barnes, the chief librarian, are very complete and convenient.

**London : Hackney.**—It was stated by the Mayor of Hackney (Dr. Miller, J.P.), at a meeting of the Borough Council on October 10th, that the Prince and Princess of Wales had consented to open the Central Library building towards the end of February next.

**London : Islington.**—The large and imposing Central Library building designed by Mr. H. T. Hare, F.R.I.B.A., was opened on Thursday, October 24th, by Sir Arthur Rücker, Principal of the University of London, in presence of nearly 400 citizens, councillors and persons interested in the library movement in the borough. On the same evening the Mayor (Alderman G. S. Elliott, J.P.) gave a very fine reception and ball in honour of the occasion which was a brilliant success. The opening to the public took place on Monday, October 28th, when the large reading room, children's reading room and lecture hall were made accessible. The lending and reference libraries will

not be ready for the public till next year. In a future number we propose to describe this important addition to the libraries of the metropolis.

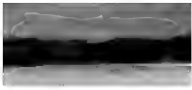
**London: St. Pancras.**—A strong committee has been formed for the defence of the St. Pancras libraries. The Borough Council has recently applied to the Local Government Board for sanction to sell a site acquired by the last Council for the purposes of a library or to use it for some other purpose. A petition is being largely signed in the borough submitting to the Local Government Board that the Public Libraries Act having been adopted the Council is bound to provide efficient library accommodation, that even if this is not now done some future Council may desire to use the site in question for that purpose, and that if the site is now disposed of as suggested the large expenditure already incurred will be wholly or partly lost, that the balance of Dr. Carnegie's offer of £40,000 will also be lost, and that at some future time the expenditure may have to be incurred all over again. The petitioners therefore ask the Board to prevent the selling of the site unless and until some other suitable site is provided. A town's meeting of protest has been called for November 6th in the Town Hall, at which the Mayor will preside.—*Tribune*.

**London: Stepney.**—On the recommendation of the Public Libraries Committee the Borough Council have approved the appointment of an assistant librarian who can understand Yiddish. This step is rendered necessary by the number of Jews in the district and the accumulation of Yiddish literature of various kinds.

**London: Woolwich.**—The Public Libraries Committee have recommended, and the Borough Council have agreed, that the Public Libraries in London or adjoining districts be informed that the Woolwich Public Libraries will lend books (other than works of light literature) to properly accredited borrowers in neighbouring Public Libraries, on application through the chief librarians, on condition that the standing rules and regulations be observed, that all costs of carriage and insurance be defrayed and such borrowers be responsible for the safe return of the books, and for the collection of all the costs involved; the same privilege to be accorded under the same conditions to borrowers in the Woolwich Public Libraries.

**Manchester.**—At the September meeting of the Public Libraries Committee an influential deputation urged the importance and necessity of providing a special technical department in the proposed new reference library. The deputation received the chairman's assurance that their representations should have due consideration. A letter in the local press suggests the establishment of a branch of the Patent Office Library in Manchester as "the only way."

A further session of the classes for assistants in Public Libraries commenced on September 23rd at the Municipal School of Technology. The course provides instruction for first, second and third year students in Bibliography and Library Administration, English Language and



Literature, and French. The classes are under the direction of Mr. Guppy, the lecturer on Bibliography and Library Administration.

The "Manchester District Library Assistants' Fellowship" has recently been formed, with the object of promoting the social, professional and educational welfare of its members. Assistants in the district who have not already joined the Fellowship should communicate with the honorary secretary, Mr. O. J. Sutton, of the John Rylands Library.

**Oxford : Bodleian Library.**—"During the past summer the whole of the north wing of the Bodleian picture gallery has been transformed into one of the handsomest and best lighted reading rooms in Europe, and this room was finished and opened to readers without any formality last week. Six long tables, each with ample accommodation for six readers, and other tables with equally generous space for eighteen cataloguers and other members of the staff, have been installed ; whilst the walls are being furnished with the fourth of the above-mentioned crying needs—a reference collection of learned periodicals in various languages and on every conceivable subject. Experience will prove whether it would not have been better to furnish the room with such reference books as make the British Museum reading room the most perfect and convenient one of its kind in Europe. The general wants of readers at the Bodleian will be pretty much the same as those at the British Museum ; and after a year or two's experience Bodley's librarian may see fit to modify his present scheme. Another feature of the new reading room is that the scores of folio volumes constituting the general catalogue may now be consulted with ease and comfort. Formerly the catalogue took up the greater part of the centre wing of the old room, and could only be consulted with discomfort, owing partly to the confined space and partly to the constant going and coming of visitors, who will now be able to examine at their leisure the various book and other rarities exposed in the showcases. The old room, instead of its ancient appearance of an over-crowded busy corridor, is quite a light and airy apartment."—*Times*.

**Plymouth.**—The foundation-stones of the new Public Library, museum and art gallery were laid with great civic state on Wednesday, October 16th. The library is the gift to the town of Dr. Andrew Carnegie, who has placed £15,000 at the disposal of the Town Council on the usual conditions—a free site and the full penny rate. The museum and art gallery, which it is proposed to place side by side with the library, will be erected from funds raised partly by subscription and partly by loan, and the entire block will cost about £25,000. The site is in Tavistock Road, near the Technical Schools, and in a main thoroughfare ; the library frontage will be 150 ft., the museum somewhat less. The proceedings opened with a luncheon given by Alderman Brook, chairman of the Museum and Art Gallery Committee, the speeches at which were very practical and congratulatory. A procession was then formed at the Guildhall and proceeded to the site, the route being crowded with spectators. The usual formalities were gone

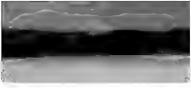


through, after which the Mayor invited the borough librarian (Mr. W. H. K. Wright) to place a casket in a cavity in the stone containing reports and documents relating to the library, copies of the local daily papers and coins of the realm. Mr. Wright duly acknowledged, then the stone was lowered into position and the Mayor declared it well and truly laid. Suitable speeches followed; these were by Mr. W. L. Munday, deputy-chairman of the Library Committee; the Right Worshipful the Mayor (Mr. J. F. Winnicott), who is also chairman of the Library Committee; Alderman Thomas Brook, Alderman John Yeo, ex-Mayor; Mr. John Greenway and others. The same procedure was gone through in laying the stone of the museum, which was performed by Mr. Brook. The weather was inclement, but this did not deter a large number of members of the Corporation and public men of the town from taking part in the proceedings: naturally it considerably affected the attendance of the general public. In the evening a brilliant reception was given in the Guildhall by the Mayor and Mayoress. The fine hall was transformed for the nonce into a magnificent drawing-room, where something like two thousand guests were entertained in most hospitable fashion. The splendid band of the Royal Marines, under the direction of Mr. Frank Winterbottom, performed a fine selection of music. In addition to the hall various courts were used for smoking and retiring rooms, and despite the weather everything went off most satisfactorily. The architects for the new buildings are Messrs. Thornely and Rooke, of Plymouth, and the contractors Messrs. Pethick Bros., also of Plymouth. The contract price for the library is £11,460 and for the museum £11,401, but this does not include fittings or furniture.

**Radcliffe.**—The Public Library building, presented by Dr. Andrew Carnegie, at a cost of £5,000, was opened by County Councillor J. R. Ragdale, J.P., on October 19th, in the presence of nearly 200 ladies and gentlemen. The library of the Co-operative Society has been handed over to the Council.

**Rutherglen.**—The new Public Library, towards the building of which Dr. Carnegie gave £7,000, was opened about the end of September. The library is a very handsome one, both externally and internally, and the use already being made of it speaks well for its future.

**Torquay.**—The new library building, towards which Dr. Carnegie gave £7,500, was opened on October 2nd by Mr. F. Layland-Barratt, M.P. The lending library is very spacious and the newsroom is also large, lofty, well-lighted, and ventilated. The fittings and furniture throughout are in Austrian wainscoat, fumed and wax-polished, and the interior is enriched with modelled plaster. Everything has been carried out with a view to convenience. In the reading-room is a very fine plaster representation of the borough arms above the moulded cornice at one end, whilst at the opposite end are the arms of the county. The building is generally constructed of fire-resisting material. The library will be conducted upon the "open access" system, and



a large quantity of books has been obtained by the librarian, Mr. Jos. Jones. The architect was Mr. Thomas Davidson, A.R.I.B.A., of London, and Mr. H. Tapley Soper, of Exeter, aided the committee in the initial organisation.

**Wednesbury.**—On Tuesday, October 22nd, the foundation-stone of the new Carnegie library building was laid by the Mayor (Councillor John Handley). Dr. Carnegie gave £5,000 towards the cost.

**Willesden : Kilburn.**—For the extension and alteration of this library Dr. Andrew Carnegie has promised the sum of £1,630. This is the third contribution from Dr. Carnegie for the provision and extension of the Willesden Public Libraries.

**Wood Green.**—The new Central Library building for Wood Green was opened on September 28th, by Mr. Ernest Oliver, chairman of the Public Libraries Committee. The cost of the building was £8,000, and was, as usual now-a-days, provided by the generosity of Dr. Andrew Carnegie. The building contains a large newsroom, magazine room, ladies' room, children's room, and a lending department designed for open access. There is also a small reference department.

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By a misunderstanding which we much regret, Mr. Guppy's report to the Manchester Public Libraries Committee on his classes was published in the October number of the *Library World*. Neither Mr. Guppy nor Mr. Sutton sent the typewritten copy of the report which was used by us, and we have been unable to trace how it came into the possession of this journal. It was not marked "confidential" or "private," and as the subject was of much interest it was passed for press without further enquiry, and has thus led to some annoyance in Manchester, for which we desire to express our regret.



## LIBRARY PUBLICATIONS.

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### CATALOGUES.

**Erdington Public Library.** Catalogue of the books in the Lending and Reference Departments. [Compiled by E. W. Neesham.] Pp. iii., 8vo. 1907. Limp cloth, 3d.

A brief dictionary catalogue. Contents of important miscellaneous volumes are set out.

**Bournemouth Public Libraries.** List of recent additions. No. 4, Natural and mathematical sciences. 17 pp. Gratis.

A brief dictionary list.

**Brighton Public Library.** Catalogue of a loan collection of early printed books, the property of C. Thomas-Stanford, F.S.A. 47 pp., 8vo. *Facsimiles*. Price 2d.

A full descriptive list, arranged by countries. A short historical note introduces the catalogue, and a similar note is given to each country. There are six reproductions of pages from representative examples.

**Glasgow Public Libraries.** Index catalogue of the Bridgeton District Library. 468 pp., 8vo. May, 1907.

— Index catalogue of the Springburn District Library. 394 pp., 8vo. March, 1907.

We have described the excellent Glasgow dictionary catalogues before, and it is hardly necessary to do so again. These, the two most recent, are as handy and useful as their predecessors. We still think it a pity that readers should have to buy or borrow a dozen or so different catalogues to find out what books are at his disposal. Surely the libraries could have been grouped, say into fours or fives, and union catalogues issued for each group.

**Hampstead Public Libraries.** Descriptive catalogue of books in the Belsize Branch Library, Antrim Street, N.W. Pp. 222, 8vo. 1907. Price (to borrowers) 9d.; (others) 1s. 6d.

A dictionary catalogue on the full scale of the catalogue of the Central Library reviewed some time ago. It is annotated in the same full and able manner, and forms a worthy supplement.

**Kristiania: Deichmanske Bibliothek.** Bogfortegnelse, nr. 15. Tilvækst (i udvalg). Pp. 309, 8vo. Kristiania: Arnesens, 1907.

A classified and annotated catalogue of additions. Though not so fully annotated as some of the previous Deichman Library catalogues, it is still a good example of modern catalogue practice. It is classified on the Dewey system.

**Library of Congress.** Calendar of the correspondence of George Washington, Commander-in-chief of the Continental Army, with the Continental Congress. Prepared from the original manuscripts in the Library of Congress by John C. Fitzpatrick, Division of Manuscripts. 741 pp., 4to. *Facsimiles*. Washington, 1906.

The first of a series of calendars of Washington papers. The arrangement is strictly chronological, and the entries are extremely clear in brief calendar form. References are given to publications where the letters are printed in full whenever it is possible to do so. A full index adds greatly to the practical utility of the volume, which is a substantial addition to the literature of American history.

**Library of Congress.** Naval records of the American Revolution, 1775-1788. Prepared from the originals in the Library of Congress by Charles Henry Lincoln, of the Division of Manuscripts. 549 pp., 4to. Washington, 1906.

In two parts: miscellaneous naval records, and letters of marque.

In arrangement and execution, this volume is similar to the one noted above. The letters of marque are, however, listed alphabetically under the names of ships. There is a complete index.

**Manchester:** Moss Side Library. Catalogue of the Gleave Brontë collection. By John Albert Green. Pp. 32, 8vo. 1907.

A description of the 150 books and pamphlets relating to the Brontës gathered by Mr. Joseph James Gleave, and by him donated to the Moss Side Library of the Manchester Public Libraries. The catalogue also refers to a number of books contained in the rest of the Manchester system. Forms an interesting and useful Brontë bibliography.

**New Bedford, Mass., U.S.A.** A collection of books, pamphlets, log-books, pictures, etc., illustrating the whale fishery. Pp. 13, 8vo.

*Illustrations.* 1907.

A list classified under such headings as "Whales," "Whale fishery," "Whaling fiction," etc., and illustrated by reproductions of some quaint old pictures. Should prove an excellent advertisement of an interesting local collection.

**Nottingham Public Libraries.** Catalogue of books for boys and girls in the Lending Library, Shakespeare Street. Eighth edition, 1907. Pp. 29, 8vo. Price 1d.

A very brief list under authors in the case of fiction, and under subjects in the case of non-fiction. It seems a mistake to have no author entries for non-fictional works; and the value of the catalogue would be greatly increased by the inclusion of title entries for at least a select list of works of fiction.

**Patent Office Library, London.** Subject list of works on military and naval arts, including marine engineering. (Patent Office Lib. ser., 18; Bibliographical ser., 15.) Pp. 304. 1907. Price 6d.

Arranged like the other Patent Office guides, alphabetically by subjects with a systematic classification key at the end.

**Pittsburgh: Carnegie Library.** Classified catalogue. Part 1, General works. Pp. 66. Price 10c. Part 9, Biography. Pp. 2,708-3,075. Price 20c.

These, the last of the separate parts of the catalogue, are just to hand. The complete catalogue can now be had bound in three volumes (see reviews in *L. W.*, August).

**St. Bride Foundation Institute, London.** Second supplement to the catalogue of the General Library. Compiled by the librarian [F. W. T. Lange].

A well compiled and nicely produced dictionary catalogue on the same lines as previous catalogues. Occasional annotations are given.

**St. Pancras Public Libraries.** Catalogue of the books in the Lending Department of the Highgate Library, Chester Road, N. Pp. 353, 8vo. 1907.

A dictionary catalogue with a certain amount of classification under large subject headings. References and analytical entries are more

elaborately carried out than usual, and add considerably to the usefulness of the catalogue. The work of compilation has been carried out very conscientiously, and the result is distinctly above the average.

#### REPORTS.

**Atherton**, 1906-7. Stock 7,211 volumes; borrowers 1,269; volumes issued 26,891 (excluding open access reference issue). Efforts are being made to meet the demand for technical literature, with gratifying results.

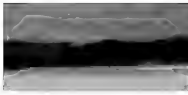
**Birmingham**, forty-fifth report, 1906-7. Stock 312,961 volumes (reference 194,151; lending 118,810); volumes issued 1,430,089 (lending 1,050,310; reference 379,779). An extension of the library's lecture system has taken place, lectures now being given at branches in various parts of the city. Card charging has been substituted for ledger charging in the Central Lending Library, resulting in an increased efficiency in the counter service.

**Bootle**, twentieth report, 1906-7. Borrowers 6,557; volumes issued 154,171. The book delivery service has been extended by the opening of a new station. A long list of lectures given is printed.

**Bristol**, 1906-7. Volumes issued 750,672; borrowers 21,421. The event of the year was the opening of the handsome new central building. Several photographs of the building appear in the report. With the opening of the new building the opportunity has been taken to revise the rules for membership and to issue non-fiction tickets. The entire collection has been classified according to Dewey, and card catalogues are being prepared.

**Cork**, fourteenth report, 1906-7. Stock 10,948 volumes; borrowers 3,212; volumes issued 111,256 (lending 99,263; reference 11,993). A "Historical catalogue" which, it is claimed, is "the first catalogue arranged and printed on the decimal system of classification in connection with any lending library in Ireland," has been issued.

**Croydon**, eighteenth report, 1906-7. Stock 59,687 volumes; borrowers 15,228; volumes issued 441,009 (lending 385,277; reference 55,732). An interesting description is given of a development in "connecting up the work of the schools with the libraries—now not only as regards this library, but it is believed as regards the country. Object lessons given at the library are of course not new; Cardiff it is believed led the way in this kind of work years ago. But an object lesson with *the library itself as object* is a different thing, and this is the particular departure made at Croydon. . . . The party of children, not more than twenty-five in number, in charge of a teacher, is received in the vestibule of the Central Library, where the location and purpose of the various departments of the library are briefly indicated. The party then passes into the Central Lending Library, each pupil having been given a plan of the department, and draws up facing the card catalogues. The general arrangement of the room is then described by



reference to the plans in the hands of the pupils. A general idea of the purpose and function of the card catalogues is then given, followed by a perambulation round the non-fiction shelves, where the meanings of the main class headings, philosophy, religion, sociology, etc., are simply explained. Next the method of arranging the books by class marks is expounded, and the marks analysed. Each pupil is now provided with a selected subject index, and a card containing particulars of three books which the pupil is to find. This is the most interesting part of the lesson to the children, as it has all the excitement of a game. When found the books are brought to the instructor, who points out any errors made. These however are always extremely few. The fact that after a short explanation children can readily find individual books in so large a collection shows the simplicity of the whole system. The scheme of the school visits has been approved by the Education Committee and by His Majesty's Inspector, who has permitted the visits to be made in school time."

There are many other points of interest in the report, but space prevents a more exhaustive description.



## LIBRARY ASSOCIATIONS.

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### LIBRARY ASSISTANTS' ASSOCIATION.

WE have pleasure in again finding room for the sessional programme of this Association. As will be seen, the meetings are attractive and varied, and the programme as a whole gives evidence of an active and flourishing organization, and is a credit to its sponsors. Library assistants cannot do better than become members. The portion printed here is the business side only. In addition there are a number of social events which must add much to the fellowship of members.

### PROGRAMME OF MONTHLY MEETINGS,

THIRTEENTH SESSION, 1907-8.

The Committee welcomes unreservedly all members, assistants and others interest, to these meetings. Every paper will be discussed, and fewer papers than last session have purposely been prepared, in order to allow time at each meeting for adequate discussion.

#### MICHAELMAS TERM.

October 16th. 8.0 p.m. Inaugural meeting. The Lecture Theatre, London Institution, Finsbury Circus, E.C.

Frank Pacy, Esq., *Chief Librarian, Westminster Public Libraries* in the Chair.

Inaugural Address by Professor Israel Gollancz, M.A., Litt.D., of *King's College, London, University.*

The address may be supplemented by remarks from prominent members of the profession, but there will be no general discussion.

November 13th. 7.30 p.m. Newington Public Library and Cuming Museum, Southwark.

7.30 p.m. Junior paper: Charles E. Thomas, *The Bishopsgate Institute*. "Information Hunting."

8.15 p.m. Senior paper: H. Rutherford Purnell, *Librarian-in-charge, Croydon Central Reference Library*. "Local Literature and its Collection."

December 11th. 7.30 p.m. Central Public Library, Lavender Hill, Battersea, S.W.

7.30 p.m. Junior paper: Richard Wright, *Croydon Central Lending Library*. "Staff Guilds, Clubs and Reading Circles."

8.15 p.m. Conference on "The Education of the Library Assistant."

To be opened in brief papers by:—

W. Benson Thorne, *District Librarian, Bromley, Poplar*.  
*Chairman, L.A.A.*

Henry T. Coutts, *Librarian, North Library, Islington*.  
*Vice-Chairman, L.A.A.*

Miss M. Gilbert, *Librarian-in-Charge, North Branch, Fulham*.

#### LENT AND SUMMER TERM.

January 8th. 7.30 p.m. Inaugural meeting. This will probably be held at the Guildhall Library.

Inaugural address by Henry Guppy, Esq., M.A., *Librarian, The John Rylands Library, Manchester*.

February 12th. 7.30 p.m. Public Library, Church Street, Stoke Newington, N.

Senior paper: W. C. Berwick Sayers, *Sub-Librarian, Croydon Public Libraries*. "The Principles of Classification."

March 12th. 7.30 p.m. Central Public Library, Hammersmith, W.

7.30 p.m. Senior paper: James D. Stewart, *Chief Assistant, Islington*. "Preliminaries in Starting a Library."

April 18th. Central Library, Peckham Road, Camberwell, S.E.

5.0 p.m. Reception by the Chairman of the Libraries' Committee  
5.30 p.m. Tea.

6.30 p.m. Visit to the Passmore Edwards South London Art Gallery, and the Camberwell School of Arts and Crafts, Peckham Road.

7.0 p.m. Inspection of the Local Collection of paintings, drawings, and curios, relating to Sir Richard Burton.

7.30 p.m. Junior paper: Miss Olive E. Clarke, *North Library, Islington*. "Learning to Catalogue."

Senior paper: James D. Young, *Sub-Librarian, Greenwich*. "The Compilation of Select Bibliographies."

May 13th. 7.30 p.m. Twickenham Public Library.

8.15 p.m. Senior paper: J. Frederick Hogg, *Sub-Librarian, Battersea Public Libraries*. "Central Control of Libraries and Advantages."

THIRTEENTH ANNUAL MEETING, JUNE 10TH, 1908.

*Place of Meeting not yet decided.*

6.30 p.m. Evening Session.

Paper: W. G. Strother, *President, Yorkshire Branch, L.A.A.*

"The Library Assistants' Outlook from a Provincial Point of View."

Retiring Chairman's Address—"Progress of Librarianship during 1907-8."

8.0 p.m. Annual Business Meeting.

Presentation of Annual Report.

Election of Officers and Committee.

New Chairman's Address.

W. C. BERWICK SAYERS,  
*Hon. Sec., Education Sub-Committee.*

WILLIAM A. PELOW,  
*Assistant Hon. Sec. L.A.A.*

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At the inaugural meeting of the thirteenth session of the Library Assistants' Association, held on October 16th at the London Institution, Finsbury Circus, Mr. F. Pacy, Chief Librarian of Westminster Library, presiding, Professor I. Gollancz delivered an address in which he dealt with the study of literature, with special reference to the work of librarians. There was a large attendance.

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#### ASSOCIATION OF ASSISTANT LIBRARIANS OF IRELAND.

THE inaugural meeting of this Association was held at 3.20 p.m. on October 9th, in the reference department of the Central Public Library, Royal Avenue. Alderman Sir James Henderson, MA., D.L., Chairman of the Library and Technical Instruction Committee of the Council of the County Borough, presided, by request of the president and members. The Office-holders of the new Association are:—President, Mr. George H. Elliott; Vice-Presidents, Professor Gregory Smith, M.A., and Mr. F. J. P. Burgoyne; and Chairman, Mr. R. J. Gourley.

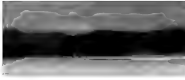


## LIBRARY ASSOCIATION: NORTH-WESTERN BRANCH.

A GENERAL meeting was held at St. Helens on Thursday, October 17th, 1907. The members were received at the Public Library, Gamble Institute, by the chairman (Mr. H. R. Lacey), the vice-chairman (Alderman Martin, J.P.) and the chief librarian (Mr. Alfred Lancaster) of the St. Helens Public Libraries. After the reception, a visit was paid to the Eccleston Branch Library, one of two new libraries presented by Mr. Andrew Carnegie. The members returned to the Town Hall, where they were welcomed by the Mayor (Alderman C. J. Bishop). The members were then entertained to tea by the St. Helens Libraries Committee in the Mayor's reception room. Councillor Abbott proposed a vote of thanks to the Library Committee for their generous hospitality. Mr. Cowell in seconding, said they all believed thoroughly in the work of the Public Library when administered in the proper way. He paid a tribute to the work of the St. Helens librarian (Mr. Lancaster). Councillor H. Plummer, J.P., chairman of the Manchester Libraries Committee, in supporting the resolution, said that in connection with the library movement none of them could fail to be struck with the magnificent building (the Gamble Institute) on the other side of the square. The cities and towns in Lancashire had been very fortunate in their benefactors, and when they came to St. Helens they found one of the most notable instances of large and most liberal public spirit. He made a touching reference to Mr. H. R. Lacey, who, after the lapse of over ninety years, continued his interest in the library movement. Mr. Lacey, in replying to the vote of thanks, said he felt highly honoured by the remarks that had been made. He believed they meant all they said. There was one thing that had detracted from his pleasure that day and that was that he was not in very good health and was not able to express his thoughts. Mr. Alderman Martin said Mr. Lacey had recently passed through a very severe illness, and some of them scarcely expected to see him again at their library meetings, but he was present at the last monthly meeting on Wednesday taking as great an interest as ever in the library movement. If it had not been for Mr. Lacey the St. Helens Library would not have taken the foremost place, as it had done, among the educational institutions in St. Helens.

## GENERAL MEETING.

The general meeting was then held in the committee room. The president was in the chair and there were present Mr. H. R. Tedder, treasurer of the Library Association, Messrs. Cowell and Sutton (vice-presidents of the branch), the following members of Council, Messrs. Ashton, Lancaster, McKnight (honorary secretary), Savage, Shepherd, Singleton and others, in all forty-one members, not including a number of visitors. Apologies for absence were acknowledged from members. Exhibits were laid on the table of Messrs. Ashton, Haines, Hunt and Singleton.



## SUMMER SCHOOL.

The honorary secretary announced that the prizes for the best reports of the Summer School, held at Preston, had been awarded as follows:—

- 1st. J. Hindle, Blackburn Public Library.
- 2nd. A. E. Dillon, Manchester Public Libraries.
- 3rd. W. Coupland, Blackburn Public Library.

## LIBRARY ASSISTANTS' FELLOWSHIP.

The following communication from Mr. Oliver J. Sutton, honorary secretary of the Manchester and District Library Assistants' Fellowship, was read: "We desire to draw attention to the fact that on Tuesday evening, September 17th, 1907, a meeting was held in the John Rylands Library, and the necessity of forming an association of library assistants in and about Manchester was discussed. Such a need had long been felt, and it was unanimously agreed to form the MANCHESTER AND DISTRICT LIBRARY ASSISTANTS' FELLOWSHIP, which it was resolved should remain independent of all other similar associations, although their good work and undoubted utility were fully recognised. The remainder of the evening was devoted to electing officers and to forming the committee. It may be mentioned that the committee was made as representative as possible, and to realise this, it is only necessary to examine the list of those ladies and gentlemen who constitute it, and the libraries from which they are drawn. The hopes of even the most sanguine have been surpassed by the measure of success which has attended this enterprise, the objects of which may be summarised as the strengthening of the bonds of fellowship between the library assistants of Manchester and the outlying districts. This end will be obtained by the Association visiting libraries, by attending lectures delivered by librarians and others interested in the movement, by discussion among the members themselves and by numerous other methods. Applications for membership will be received by Oliver J. Sutton, hon. sec."

Mr. McKnight said it would be useful and helpful if librarians would kindly call the attention of their assistants to the new society.

## L.A. AND LANTERN SLIDES.

Mr. R. Ashton (Blackburn) moved, Mr. C. H. Hunt (Bootle) seconded a resolution, which was carried, asking the Library Association Council to provide lantern slides, illustrative of manuscripts, bibliography, etc., for the use of members of the L.A., at a small charge for loan.

## MR. TEDDER.

The President offered a very cordial welcome to Mr. Tedder, on this his first visit to a meeting of the North-Western Branch. Mr. Tedder, who was very warmly greeted, thanked the members of the North-Western Branch, for the kind reception they had given him. The L.A. Council wanted the co-operation of the branches, particularly

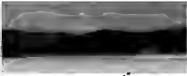
in the education work. Much of the work of the Association could only be done in London, the education work and the net book question, for instance. They wanted the help of the branches in extending the education work. Much could be done in London, but the branches could back up the Council in the local districts. He hoped they would arrange periodical visits of Londoners to the country. They wanted harmony in the Association. Quarrels in the Association prevented strangers from taking an active interest in them. The Association was suffering from want of money, and they wanted some generous spirit to endow them with £100,000.

#### MODERN FICTION AND THE PUBLIC LIBRARY.

Mr. Lancaster read a paper on "Modern Fiction and the Public Library," in the course of which he suggested that the publication of books of fiction had entered upon a new phase owing to the large number of novels of an unwholesome and immoral tendency which were placed upon the market at the present day. He discussed the best methods of preventing doubtful books finding a place on library shelves, and suggested that from time to time librarians might compare notes and endeavour by concerted action to exclude from the library books of a demoralising tendency. The exclusion of these doubtful books from Public Libraries ought to be enforced upon the attention of the authors responsible for them; while if some arrangements could be devised by which attention could be directed each month to the best books of fiction such information would be very serviceable to Public Libraries. In concluding his very interesting paper Mr. Lancaster said: "The section of English Fiction in the *Classified List of Best Books of 1906-7*, issued by the Library Association, contains a meagre list of about a dozen works, four of which are reprints, one of these, if unexpurgated, being totally unfit for a public circulating library."

Mr. C. W. Sutton said they all agreed with Mr. Lancaster as to the advisability and necessity of excluding pernicious books from the libraries. In addition to these there were a number of utterly trashy novels and other books being published, and which they were often tempted to take which they ought not to spend public money upon. There was a greater chance of their wasting their money upon this class of novel than there was in these pernicious books.

Councillor H. Plummer said Mr. Lancaster had touched a very deep note, but there was this difficulty: if they got a dozen different people to express their opinions they would probably get a dozen different versions. They should not tell people they ought not to read these novels, they should ignore such literature, not purchase it, and not mention it. Could they not write and by some co-operative means get to know from each other, from their experiences, or issue monthly, or quarterly, lists of wholesome fiction, upon which there was no question whatever? They might differ in their opinions in regard to certain authors, but such a list would be very acceptable all round and would help to solve the difficulty which they had to face.



Mr. Cowell (Liverpool) said that so far as the Public Libraries in Liverpool were concerned, they had tried their best to keep from the shelves, and not to circulate, fiction that was not calculated to elevate. He did not think there was any librarian present who was not acting in such a way. If a book, just on the reputation of the author, found its way on the shelves, it was not long before it quietly disappeared and "they had not got it."

Mr. R. Ashton (Blackburn) said the difficulty they had to solve was how could a library with limited means ascertain whether a book was pernicious or not. Was there any reason why they should not communicate with other librarians and ask them if such a book had been notified them as being undesirable. He suggested that the branch secretary should keep a black list of such books.

Mr. Lancaster briefly replied to the points raised in the discussion.

#### THE "READER'S REVIEW."

Mr. Charles W. Sutton, M.A., gave an address on "The National Home Reading Union, and its projects," and dealt particularly with the proposed *Reader's Review*. A lengthy discussion was continued by Messrs. Cowell, Lancaster, Abbott, Hunt, Singleton, Ashton, and Councillor Fletcher (St. Helens). Mr. Sutton moved "that this meeting of the North-Western Branch of the Library Association at St. Helens, warmly approves the publication of the proposed *Reader's Review* by the National Home Reading Union, and commends its circulation by all library authorities in the North-Western District." The resolution was seconded by Alderman Martin (St. Helens) and carried unanimously.

A vote of thanks to the President was accorded on the motion of Alderman Martin, seconded by Mr. Tedder.

The day following the St. Helens meeting Mr. Tedder was entertained to dinner in the Manchester Town Hall, by the President of the North-Western Branch. Mr. Abbott presided over the gathering, which was attended by the Council of the North-Western Branch and the Manchester Libraries Committee, including the Lord Mayor of Manchester (Councillor Harrop), the Lord Mayor elect (Councillor Edward Holt), Sir Bosdin Leech, Sir T. Thornhill Shann, Councillor Plummer, and others. The toasts proposed included "Mr. Tedder," "The Library Association," and "Councillor Abbott."

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#### NORTH MIDLAND LIBRARY ASSOCIATION.

THE eighteenth annual meeting of the North Midland Library Association was held in the Nottingham University College on Thursday, October 3rd. There was a large gathering of members from Notts, Derbyshire, Lincolnshire, Leicestershire, and Northamptonshire, and the meeting was in every respect a successful one. Mr. Radford presided. The principal business consisted of the presentation of the annual reports and the election of officers.

## LIBRARY ECONOMICS.

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**23. Card Charging and Appliances (II.).** To meet the requirements of a closed or indicator library, a card charging system was devised, about 1873, by Mr. Virgo, late librarian of the Bradford Public Libraries. This system, with some modifications and improvements in the form of the cards used, is still in operation at Bradford and is substantially as follows:—

Each borrower is represented by two cards; one being of the ordinary cloth-covered variety, the other taking the form of a linen pocket, as shown below (Figs. 1-2):—

## BORROWER'S CARD NO. 1.

|                       |   |
|-----------------------|---|
| 4 1/2"<br>↑<br>↓<br>V | <b>BRADFORD</b><br><b>Public Free Lending Libraries.</b>  |
|                       | No. 999.      Name .....<br>.....<br>.....  |
|                       | is entitled to borrow books to      190   |
|                       | <p>This Ticket is not Transferable, and must be produced upon each application for a book.</p> <p>Borrowers are cautioned against losing their Tickets, as they will be held responsible for any Books which may be taken out of the Libraries by the use of the same.</p> <p>Borrowers changing their residence will forfeit their privilege of Borrowing Books unless notice be given to the Librarian within fourteen days of such change.</p> <p>Books will be refused to any applicant not of suitable age, or otherwise unfit to be entrusted with the same; or who has not conformed to the Rules and Regulations.</p> |
|                       | Chief Librarian.  |

Fig. 1.

BORROWER'S CARD No. 2.

No. .... 19

BORROWER .....

AGE ..... OCCUPATION .....

ADDRESS .....

.....

GUARANTOR .....

OCCUPATION .....

ADDRESS .....

3 1/2"

4 1/2"

Fig. 2.

On the back of the borrower's pocket card is printed a complete year's calendar, in a form applicable to any year ; that is to say, the 1st date of each month occupies the first space under each month's heading.

Book No. .... 889

Class **E**

TITLE.

*Blind Love.*

.....

.....

Author's Name .... *Collins.*

3 1/2"

5"

Fig. 3.

The first, or borrower's card proper (1) is retained by the borrower at all times, whether he has a book out or not; the second (pocket)

|   |          |           |
|---|----------|-----------|
| <p>BRADFORD<br/>Public Free Libraries.<br/>CENTRAL<br/>LENDING DEPARTMENT.<br/>(Open 10.0 a.m. to 8.0 p.m.)</p> <p>The borrower will be charged for any damage done to this book; and if lost, it must be replaced or paid for; in default thereof, application will be made to the guarantor.</p> <p>Books borrowed to be read at home will not be changed twice on the same day, and when returned they must be delivered into the hands of the librarian, or his assistants, borrowers being held responsible for books not so delivered.</p> <p>The same borrower is not eligible to borrow books from more than one Lending Department at the same time.</p> <p>All books, for whatever period lent, must be returned from time to time, in accordance with notices posted in the Libraries, calling in the books.</p> <p>Borrowers changing their residence will forfeit their tickets unless notice be given to the librarian within fourteen days of such change.</p> <p>This book must be returned within days from the time of issue. If kept beyond without being renewed, the borrower will be fined <i>one penny</i> for the first week or part of week, and <i>twopence</i> for each succeeding week or part of week. It will not be renewed if other borrowers are requiring it.</p> <p>No borrower shall be allowed to have more than one book (or set of books not exceeding three) at the same time, except with the special sanction of the librarian.</p> | BOOK NO. | <p>14</p> |
|---|----------|-----------|

Fig. 4.

Each book is represented by a card, as shown on previous page (Fig. 3):—

The back of the pocket is ruled in twelve columns, one for each month; each column having printed at the head the name of the month. Under each heading fifteen blank spaces are ruled, in which are entered the dates of issue, the day's number only being written or stamped in as shown (Fig. 5) :—

|       |  |  |  |  |  |  |  |
|-------|--|--|--|--|--|--|--|
| Jan.  |  |  |  |  |  |  |  |
| Feb.  |  |  |  |  |  |  |  |
| Mar.  |  |  |  |  |  |  |  |
| April |  |  |  |  |  |  |  |
| May   |  |  |  |  |  |  |  |
| June  |  |  |  |  |  |  |  |
| July  |  |  |  |  |  |  |  |
| Aug.  |  |  |  |  |  |  |  |
| Sept. |  |  |  |  |  |  |  |
| Oct.  |  |  |  |  |  |  |  |
| Nov.  |  |  |  |  |  |  |  |
| Dec.  |  |  |  |  |  |  |  |

**Fig. 5.**

When a borrower applies for a book, he asks for it by its number, at the same time handing his personal card to the assistant. The book is obtained from the shelf, the book card withdrawn from its pocket and placed within the borrower's pocket card (which has been previously withdrawn from its place in the sequence), the day of issue entered on the back of the book pocket in its proper column, the ordinary or personal borrower's card (which he has to produce both when borrowing or returning a book) placed inside the book pocket, and the volume handed to him. This work, though it may appear from a mere description to be rather complicated, is in reality quickly performed.



The conjoined book card and borrower's pocket cards appear as below (Fig. 6):—

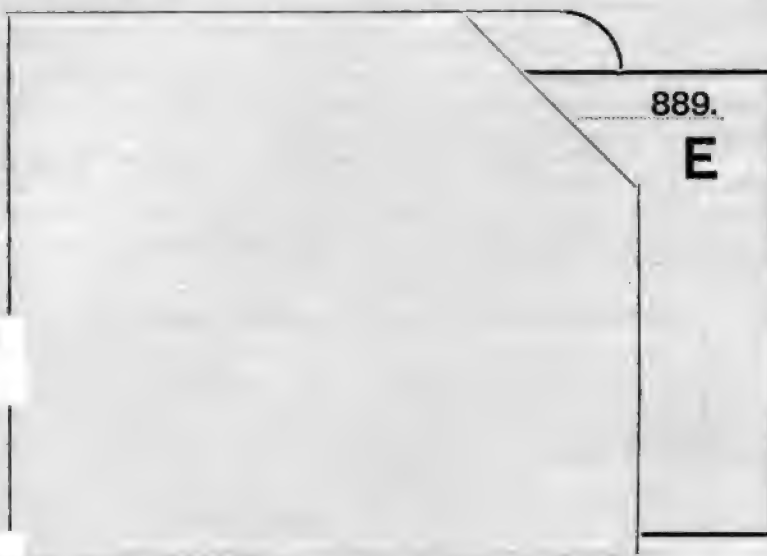


Fig. 6.

No further entry is made, the conjoined cards being simply arranged in numerical order of book numbers in trays provided for the purpose, the cards for each day's issue being kept, up to the time they fall overdue, behind guides showing the dates of issue.

Statistics are made up in the usual manner from the cards for each day's issue. On the return of a book, the borrower hands it, together with his personal card, to an assistant who, by means of the book number and the last date entered on the back of the book pocket is guided to the position of the cards in the issue sequence. These cards are withdrawn and the book card replaced in its pocket, the book being immediately available for re-issue, provided it is in good condition. Both borrower's cards are retained at the counter until another book is selected, when the procedure above described is carried out. Should, however, the borrower not require another book, his personal card is given to him, and his pocket card inserted in its place among the others not in use.

In the case of a borrower taking out his card at, say, the Central Library, and when he requires another book, applying for it at one of the branches, it is issued to him. Messengers are sent out from the Central Library to the branches at intervals carrying newspapers and other items required, and on the visit of one of these, a notification is sent in of what borrowers' pocket cards are wanted. These are taken

by him in a sealed envelope on his next visit to the branch, and the record of the issue is then completed.

All books should be returned to the library from which they are borrowed.

Overdues automatically declare themselves in the same manner as in the system first described, but at Bradford a different method of dealing with them is in vogue.

The usual plan, followed in the first described system, is to keep the cards for every day's issue, overdue or not, behind the date guides showing the separate dates of issue, moveable fines guides being inserted to show from day to day the amounts of the fines due.

The method at Bradford is to have the cards for overdue books arranged in one numerical sequence behind one fines guide. As the cards for books issued on a certain day run out of date they are taken out of the tray and marked as overdue. That is to say, all books issued on the 3rd of any month are due in on the 17th. On the morning of the 18th such cards as remain of the issues for the 3rd are gone through, and the 17th day (of whatever month it may be) on the back of the borrower's pocket cards crossed through, thus showing at what date the book was due in. The cards for such day's issue are then distributed over the sequence showing overdues.

When an overdue book is returned such crossed-out date acts as a check on the entry of the date of issue upon the back of the book pocket, and the amount of the fine due is obtained by reckoning up from such marked date.

This method of distributing the cards for overdue books necessitates the periodical checking through of all such cards for the purpose of ascertaining what books are so far overdue as to require fines post cards requesting the return of such books being sent out.

With the first described system such information is obtained without any check whatever, the moveable fine's guides showing at a glance what books are overdue, how far overdue, and also the amounts of the fines chargeable.

Though it may be advanced that with the Bradford method the cards for an overdue book may be more quickly found than is the case with the other method, on the ground that the cards are more easily obtained from a single sequence of book numbers than from a sequence of dates, particularly if a large number of books are overdue, it is questionable if such is the case.

It would rather appear that in the aggregate the amount of time spent on the periodical checking necessitated by this method is much greater than that expended in the finding of the cards in a date sequence.

The provision of the second borrower's card seems to be rather an unnecessary refinement. The plan adopted with the first system, that of keeping the borrower's card at the library when he has a book out, the borrower retaining it when he has not a book on loan, ensures the same degree of accuracy and has also the merit of greater simplicity to recommend it, the necessity of looking up the borrower's second card being abolished, saving the amount of time expended on such search.

When the borrower has his card in his possession it will be obvious that he has no book out, and when he has not got it the opposite will obtain.

Though this second system is described as in operation at a closed library it should be noted that it is equally applicable to an open access library, though for the latter it would be best to have but one borrower's card in use.

#### **24. One Hundred Book Collectors, arranged in the Chronological Order of their Decease (I.) :—**

PAMPHILUS, St. (c. 245-309), founded a large library at Cæsarea which became celebrated throughout the Christian world. It consisted of about 30,000 vols., chiefly of ecclesiastical works. He left the library to the Church at Cæsarea and it was destroyed when that city was taken by the Arabs in the seventh century.

BENEDICT, surnamed BISCOP (c. 628-690), an Anglo-Saxon monk, was the first English book collector. He is said to have made several journeys to Rome in search of books. With one portion of his books he established a library in his new monastery at Wearmouth, which was destroyed by the Danes about 867. The other portion of his books he gave to the sister monastery at Jarrow.

CHARLEMAGNE (742-814), who secured the services of Alcuin, succeeded with his assistance in bringing together a fine collection of manuscripts adorned in the Anglo-Frankish style. At the abbey of St. Martin at Tours he founded his "museum," which was really a large establishment for the editing and transcription of books.

WARWICK, Guy de Beauchamp, Earl (d. 1315), had a very fine and curious collection, chiefly comprising French romances, which he bequeathed to Bordesley Abbey in Worcestershire. A list of the books will be found in Todd's *Illustrations of Gower and Chaucer*.

RICHARD DE BURY (1281-1345), Bishop of Durham and author of *Philobiblon*, was the son of Sir Richard Aungerville. He collected a great number of books, many of which he purchased on his embassies to France and Flanders. He possessed the largest and best library in England, and bequeathed it to the University of Oxford, where it was housed in Durham College. During the period of the Reformation the library founded by him perished at the hands of the mob.

PETRARCH, Francesco (1304-1374), a great lyric poet, travelled repeatedly in France, Germany and Flanders, and wherever he went he searched diligently for manuscripts to enrich his valuable collection. In 1337 he returned to Avignon and housed his books in his home at Vaucuse. He formed another library at Parma which he called his "second Parnassus." Petrarch made some valuable bibliographical discoveries: he found two new orations and a collection of letters of Cicero, a then unknown Institution of Quintilian, and other important manuscripts. He gave his library to Venice, but only a few works now survive in St. Mark's Library.

CHARLES V., King of France (1337-1380), known as Charles le Sage, inherited from his father a small library which formed the basis of the Royal Library, now the Bibliothèque Nationale. This collection he increased to about 900 vols. and kept it in his castle at the Louvre. His books included works of devotion, natural science, astrology, medicine, law and romances, many of which were finely illuminated and handsomely bound and adorned with gold and jewels.

NICCOLI, Niccolo (1364-1423), has been described as the "Florentine Socrates" and the great Mæcenas of his time. He brought together the best collection of manuscripts that had been seen in Italy for many generations. After his death Cosmo de' Medici obtained the management of his library, which is now in the Laurentian Library, Florence.

GLOUCESTER, Humphrey, Duke of (1391-1447), collected books from his youth and gave the first books for a library at Oxford. His library of manuscripts was composed chiefly of the writings of the Fathers and Arabian works on science, but it also comprised a few classics. His collection was dispersed by the mob in the reign of Edward VI.

NICHOLAS V., Pope (1398-1455), gathered a fine library by despatching agents East and West to copy or to acquire by purchase important Greek and Latin manuscripts. He bequeathed his splendid collection to the Vatican, and may be considered the true founder of this library. In 1527 a large portion of his library was destroyed, but the remnant still survives.

POGGIO BRACCIOLINI (1380-1459), was a distinguished Italian scholar and skilled in copying manuscripts. He searched the European monasteries for manuscripts, discovering seven orations of Cicero, twelve plays of Plautus, and many other classical works. Part of his manuscript correspondence is preserved in the Riccardi Library, Florence.

MEDICI, COSMO DE' (1389-1464), the brother of Lorenzo de' Medici, secured for the Medicean collection of manuscripts some of the best specimens of Byzantine art and obtained the management of Niccolo Niccoli's library. This collection is now in the Laurentian Library, Florence.

PHILIPPE LE BON, Duke of Burgundy (1396-1467), was the owner of one of the finest collections of manuscripts in his time. He employed a large staff of scribes and he purchased large numbers of manuscripts from the Lombard booksellers in Paris. He had a library at Dijon, another at Paris, and smaller collections elsewhere. His entire collection has been variously estimated at from two to three thousand volumes. Many of the books were bound in silk and satin and bejewelled.

BESSARION, Johannes, Cardinal (1395-1472), possessed a library of fine manuscripts (including about 600 Greek manuscripts) which is said to have cost 30,000 Roman crowns. His library now forms part of St. Mark's Library, Venice.

URBINO, Federigo d', Duke (d. 1482) amassed at his palace at Urbino such a collection of books "as had not been seen for a thousand years." The Duke employed thirty-four scribes to increase his library, which was distinguished by its completeness. He was very catholic in his taste, his library including all the classics, numerous works on art and a great number of Greek and Hebrew works, besides works of the more modern writers. The greater part of his collection is now in the Vatican Library.

CORVINUS, Matthias, King of Hungary (1443-1490), had at Buda the largest library in Europe, which it is said contained about 50,000 vols. He employed a literary staff at Buda and a few scribes at Florence to copy manuscripts and so formed his magnificent library. During the Turkish wars the Turks stole the jewels from the bindings and destroyed the greater portion of the books. Some of the surviving manuscripts are in the Vatican Library, others are at Ferrara and Florence, and a few are scattered in various cities of Germany and France.

LA GRUTHUYSE, Louis de (d. 1492), formed a valuable collection of manuscripts which was described as "the bibliographical marvel of the age." The manuscripts are noted for their choice vellum, their beautiful calligraphy, and their fine illustrations. They were acquired by purchase for the Bibliothèque Nationale.

MEDICI, LORENZO DE' (1448-1492), called "the Magnificent," commissioned John Lascaris to collect manuscripts from the monasteries of Greece. The manuscripts thus acquired and the ancestral collection formed by Cosmo and Pietro, he gave to form the Laurentian Library, Florence.

FISHER, John (1459-1535), Bishop, according to Fuller "had ye notablist library of books in all England." After his attainder his books were confiscated by Thomas Cromwell and dispersed among his retainers.

FRANCIS I., King of France (1515-1547), fostered learning and art and was a great collector of books and an admirer of Grolier's bindings. Many of his books were bound in the style adopted by Grolier, with slight modifications.

MAIOLI, Tomasso (1500-1549), a famous Italian book collector who owned a large library and indulged in sumptuous bindings, distinguished by their flowing scroll-work and foliage, inscribed with the motto: "Tho. Maioli et Amicorum," which motto was afterwards imitated by Grolier.

HENRY II., King of France (1519-1559), was an ardent book collector and with Diane de Poitiers he succeeded in forming a splendid collection of books in the castle of Anet. His books were very sumptuously bound.

GROLIER, Jean (1479-1565), described as "the prince of book collectors," was a disciple and contemporary of Maioli and a representative collector of the French school. He acquired choice copies of the

classical and Italian authors, including a complete collection of books from the press of the Venetian printer, Aldus. His library numbered some 8,000 vols. which were magnificently bound in several different designs, with the inscription "Io. Grolierii et Amicorum." His designs consisted of bold gold lines arranged geometrically, crossing one another and intermingled with small leaves or sprays. This fine library was dispersed in 1676, when it was sold.

DIANE DE POITIERS (1499-1566), mistress of Henry II. of France, with whom she brought together a splendid collection of books in the castle of Anet. The books in the library were of a varied nature and were notable for their sumptuous bindings. The library was sold in 1723.

PARKER, Matthew (1504-1575), Archbishop of Canterbury, was the owner of a fine and valuable library, chiefly consisting of rare and choice manuscripts, which he obtained upon the dissolution of the monasteries and religious houses. The greater part of his library was divided between the Cambridge University Library and the Library of Corpus Christi—which contains the major portion—but he also gave books to the Colleges of Caius and Trinity Hall.

CATHERINE DE' MEDICI (1519-1589), daughter of Lorenzo de' Medici and consort of Henry II. of France, was an enthusiastic book collector and paid particular attention to the bindings of her books. Her library, consisting of nearly 5,000 vols., included part of the collections of Cardinal Ridolfi and Marshal Strozzi. It was particularly rich in Greek manuscripts, of which there were about 800, and the earlier poetry of France, and it also comprised a number of treatises on judicial and empirical astrology. The greater part of the library is now in the Bibliothèque Nationale.

HENRY III., King of France (1551-1589), was a royal collector during the period when emblems were extensively used on bindings, and they were greatly misused by him. He had many of his books bound in black morocco, bearing representations of skulls, cross-bones, tears and other melancholy emblems.

BURGHLEY, William Cecil, Lord (1520-1598), according to Strype formed a very choice library of printed books and manuscripts. A large portion of his printed books were sold by auction in 1687. He, however, left a prodigious collection of State papers, letters etc., which are now preserved at Hatfield House, the British Museum and the Record Office.

ORSINI, Fulvio (1529-1600), who is said to have begun life as a beggar, afterwards became librarian to Cardinal Farnese. He was well versed in classical literature, both Greek and Latin, and collected a valuable and extensive library of manuscripts, which he bequeathed to the Vatican Library.

PINELLI, Gian Vincenzo (1538-1601), owned a library at Padua which formed a "perpetual academy" for all the scholars of his day. Like Petrarch, he was intended by his father to enter the legal profession, and his distaste for this calling may account for the absence of

works of jurisprudence from his library. After his death a large portion of his manuscripts, including about 300 vols. of political commentaries dealing with the affairs of all the Italian States, was seized by the Venetian Government, and placed in St. Mark's Library. Another portion of the library was brought to Naples by the collector's heirs and afterwards sold to Cardinal Borromeo for 3,000 crowns, who used it as the nucleus for the Ambrosian Library which he was then forming. A third portion of the library, augmented by his descendants, was eventually brought to London and sold by auction in 1789-90. It was rich in Greek and Latin classics and Italian literature generally.

LUMLEY, John, Lord (c. 1534-1609), was the possessor of a valuable library due largely to the ancestral collection which he had inherited. Edwards states that his library "was probably more valuable than any other collection then existing in England, with the exception of that of Sir Robert Cotton." During his lifetime he made donations to the University Library of Cambridge and the Bodleian Library. The remainder was purchased after his death by Henry, Prince of Wales, upon whose decease in 1612 the books went to augment the royal library. A portion of the books was dispersed.

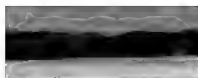
BODLEY, Sir Thomas (1545-1613), famous as the real founder of the Bodleian Library at Oxford, which, among the libraries of Great Britain, is second only in importance to the British Museum. Sir Thomas in 1598 began to refound the University Library, which had been originally established by Humphrey, Duke of Gloucester. In 1610 he induced the Stationers' Company to present to this library a copy of every book printed by its members and in the following year he endowed the library. Sir Thomas secured the services of John Bill, the bookseller, who collected for him at Frankfort and Lyons and other places on the Continent.

MARGUERITE DE VALOIS (1553-1615), was a collector of exquisite books and has been called the Queen of the "femmes bibliophiles." Many of her books were bound by Clovis Eve, who used a design of daisies and other flowers, gracefully entwined.

THOU, Jacques Auguste de (1553-1617) possessed a magnificent library, consisting of some 8,000 printed books and 1,000 manuscripts, principally relating to historical subjects. The books were sumptuously bound, mostly in red morocco, in a variety of styles according to the circumstances of his life. The library remained intact until 1789, when it was sold.

CANEVARI, Demetrio (1559-1625), an Italian physician who possessed a library of beautifully bound books. The bindings have a central oval stamp or medallion of Apollo driving his chariot over the sea towards Pegasus, who stands on a precipitous rock. Around the stamp is his motto. His library was preserved in the town library of Geneva until 1823, when it was dispersed.

BORROMEO, Federigo (1564-1631), Archbishop of Milan, was the founder of the Ambrosian Library at Milan. He acquired many of



Pinelli's books to form the nucleus of this library and he had agents in various parts of Italy and in France, Flanders, and Germany, who obtained valuable manuscripts for him, including many choice Oriental ones.

COTTON, Sir Robert Bruce (1571-1631), styled by Sir Symonds D'Ewes "England's prime antiquary," collected a library of 958 vols. of records and documents, which was especially rich in State papers. During his lifetime his library was confiscated by the Government, but it was eventually restored to his son, Sir Thomas Cotton. The library passed into the hands of Sir John Cotton, who, in 1700, bestowed it on the nation. In 1731 a fire broke out at Ashburnham House, where the books were housed; over one hundred manuscripts were burnt or entirely spoiled, and an equal number were badly damaged. The remainder were transferred to the British Museum in 1753 and now form one of the principal treasures of the national library.

PEIRESC, Nicolas Fabri de (1580-1637), a patron of letters, is stated to have purchased more printed books than any other man of his time, although the collection he left was not a very large one. Apparently he presented or lent to his friends many of his purchases. He had scribes at work in the Vatican Library and the Escorial, he established an agency for Eastern books at Smyrna, and he had agents in France, Germany and Italy. His books were usually bound in red morocco, with his cipher or initials in gold. The larger portion of his books was purchased for the Collège de Navarre. The remainder of his books has been scattered somewhat widely.

LAUD, William (1573-1645), Archbishop of Canterbury, formed a valuable library chiefly notable for its collection of nearly 1,300 manuscripts, particularly Oriental and Biblical, which he gave to the Bodleian Library. He also possessed a number of State papers which are now preserved in the Lambeth Palace Library and the Record Office.

NAUDÉ, Gabriel (1600-1653), was a doctor of medicine by profession, but he devoted his life to the collection of books. For some time he collected books for Cardinal Richelieu, but later he entered the employ of Cardinal Mazarin and worked strenuously to create the Bibliothèque Mazarine. For this purpose he travelled over the greater part of Europe to obtain books. *See also* Mazarin, Cardinal (1602-1661).

SELDEN, John (1584-1654), formed a splendid library, rich in classics and science, theology and history, law and Hebrew literature, and Oriental manuscripts. The books relating to law were given to the benchers of the Inner Temple, those on medicine were bequeathed to the College of Physicians, but the greater part of his collection passed into the Bodleian Library.

USHER or USSHER, James (1581-1656), Archbishop of Armagh, described by Dr. Johnson as "the great luminary of the Irish Church," was sent to England in 1602 by the officers of the English army in Ireland to buy books to found a library in Trinity College, Dublin, in



commemoration of their success at the battle of Kinsale. He also formed for himself a library which included a number of rare Oriental manuscripts, a copy of the Samaritan Pentateuch and a Syrian Pentateuch. After his death his private library, comprising about 6,400 printed books and 693 manuscripts, was purchased by the State and placed in Trinity College. A few of Usher's manuscripts are in the Bodleian Library.

MAZARIN, Jules (1602-1661), Cardinal and sometime Prime Minister of France, whose name lives in the rare "Mazarin Bible," formed a library, numbering in 1647 some 45,000 vols. which Naudé proclaimed the "eighth wonder of the world." This library was confiscated by the *Parlement* in 1651 and put up for sale. Naudé secured the books on medicine by expending all the money he possessed. On Mazarin's return to power he began to collect again and purchased Naudé's private collection of 8,000 vols. The second library he brought together formed the nucleus of the existing Bibliothèque Mazarine.

GEO. A. STEPHEN, *St. Pancras.*

(To be continued.)





## BOOK EXHIBITIONS.

By JAMES DUFF BROWN, *Chief Librarian, Islington.*

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THE enterprise of two London newspapers, the *Tribune* (for the second time) and the *Daily Chronicle*, in organizing exhibitions of books affords a convenient excuse for once again bringing forward proposals for a more permanent exhibition. On many occasions during the past twenty years the writer has made suggestions for the establishment of a central book bazaar, to which every kind of book-buyer could resort in order to see and handle the latest literature on every subject. An experiment on wrong lines was made by the Library Bureau about fifteen years ago, but here, as in the exhibitions above mentioned, the arrangement was radically bad. Visiting the *Daily Chronicle* show in company with other librarians, and taking careful note of the planning, one was struck by the inutility of having the books arranged by publishers and not by subjects. Not one visitor in a hundred cares twopence whether books on electricity, biography, history, travel, or even fairy tales, are issued by Longmans, Heinemann, Macmillan, Dent or any other firm. What everyone wants to see is all the recent and latest books on definite subjects collected together in one place. The arrangements at the *Chronicle* and *Tribune* shows are just a jumble of old and new books placed in show-cases by publishers' names, similar to the abortive exhibition held years ago in Bloomsbury Street. What the book-buyer wants is not a miscellaneous assemblage of books of all periods, from 1877 to date, arranged in an artistic show-case and placed in charge of a polite youth who only knows his own books—and not *too* much about them—but a properly classified and arranged collection of the newest books only, which could be expounded by a few experts versed in literature and bibliography. What is the use of salesmen in an exhibition where books are not sold outright? If these exhibitions were strictly limited to the newest books only, there would be much less need for salesmen to be retained as amateur detectives. Another decided blemish on such an exhibition is the absence of a general catalogue. Imagine any exhibition on business lines in which visitors are expected to cart away a load of catalogues issued separately by the various exhibitors and all on entirely different plans of arrangement! The British publisher in nearly everything he does is one of the most hopeless Conservatives in existence. He will not try anything which has not been done by his grandfather or someone even more remote, so that publishing methods remain crystallized almost on eighteenth century lines. The proposal about to be made is perhaps far too revolutionary for the careful consideration of present-day publishers, but it is made in the sincere hope that it may one day be realized. It has been made before without any definite details, but its general lines have been discussed among librarians for years past.

The large book-buyers, among whom municipal library authorities must rank, as well as the small and occasional buyer require a central bazaar, or exhibition, or exchange, or clearing-house—the title matters little—in which can be seen the latest works on every subject, by every notable author, and representing the publications of every British and a fair infusion of American and foreign publishers. This exhibit should be housed in Central London, and if it could be repeated in the Midlands, Scotland and Ireland, so much the better. It should be arranged in classified order according to some systematic scheme, and put in charge of one or more trained custodians. It should be briefly but sufficiently catalogued as a whole, and displayed on low shelves in a roomy place. The books would be so arranged that every recent work on say chemistry, motoring, history, art, biography, etc., would be side by side in related groups, irrespective of publishers, and nothing would be sold. Each visitor would pay for his catalogue if he wanted one, and would go to his own bookseller to buy what he chose. No publisher would have any prominence over his neighbour by having a gaudier or more attractive show-case, but all would be on a footing of absolute equality. Books should remain on exhibition for six months, and to secure their automatic removal dated cards or slips could be kept, in addition to the catalogue, as a kind of chronological guide to the custodian.

Here then would be a book exhibition of value to publishers, booksellers and all kinds of book-buyers, which would speedily raise the whole work of book-selection to a science and in time supersede the present clumsy and ineffectual methods. Without reflecting in any way upon the average bookseller, the fact remains that it is impossible for any firm, save perhaps the largest wholesale house, to carry more than a meagre selection from the multitude of new books. The attention of the retail bookseller is confined to books that sell rather than those that might sell if displayed, and this accounts for the large number of mere reprint stores to be seen on every side, but more often in London than the provinces. It is impossible to expect the small bookseller to risk capital in the purchase of non-fictional works which might not sell, and thus the public are without any opportunity of seeing what is actually published. The appeal to advertisements in daily newspapers, weekly periodicals and through the medium of circulars is generally a vain one. In hundreds of cases such notices are only scanned by a few professional buyers, and such is the misleading character of many a book-title that even they find little guidance, and not infrequently pitfalls, in mere printed titles. The business man, the scientist, the student of all subjects wants to see and handle the latest works of use in his speciality, and to such men mere lists of titles or advertisements are usually valueless. Apart from this the aspect of a book generally makes a much more powerful appeal to a buyer than a title, so that there are here many reasons for having a central book exhibition of a permanent nature.

To obtain this it is necessary for the publishers as a body to co-operate, and by spreading (and consequently reducing) the expense,

render a practical scheme easy of accomplishment. Here is such a scheme. Assuming that there are 200 British and Anglo-American publishers sufficiently live to consider—there are nearly 1,000 mentioned in the *English Catalogue* yearly—who would co-operate in a scheme, the first thing to arrange would be an Executive Board, which might easily be the Council of the Publishers' Association. Suitable premises in Central London should easily be secured for £500 per annum which could become the headquarters of the Association as well as the exhibition. The other charges in connection would include an efficient staff, establishment charges and a sum for printing and advertising. The fittings could be of the simplest description and need not exceed £300 or £400, and this would only be a preliminary charge. The annual expenditure might be estimated as follows :

|                                       |        |   |   |
|---------------------------------------|--------|---|---|
| Rent, rates, taxes ... ..             | £600   | 0 | 0 |
| Lighting, heating, cleaning, etc. ... | 60     | 0 | 0 |
| Manager ... ..                        | 300    | 0 | 0 |
| Three assistants at £78 ... ..        | 234    | 0 | 0 |
| Porter ... ..                         | 78     | 0 | 0 |
| Printing, cataloguing, etc. ... ..    | 200    | 0 | 0 |
| Contingencies ... ..                  | 200    | 0 | 0 |
|                                       | <hr/>  |   |   |
|                                       | £1,672 | 0 | 0 |
|                                       | <hr/>  |   |   |

Taking 200 as the total number of active British publishers, and adding 20 each for the United States, Germany, France, Italy, Netherlands, Switzerland, Austria and Spain, another 140 is obtained, to which total 50 could be added to represent music and art publishers usually ignored in such calculations, and a grand total of 390 is the result. Assume that each firm contributes £5 towards the annual maintenance of the exhibition, and also deposits on loan copies of every new book issued by them. A revenue of £1,950 is obtained without counting possible income from sale of catalogues. It may be pointed out that this small annual contribution could even be saved by suppressing unproductive advertisements, and review copies to minor unliterary journals, so that in effect the exhibition would cost nothing. Assuming even that the annual cost of running the exhibition should be £2,000, and that only 100 publishers could be induced to join, what is £20 each per annum to any firm of standing, compared to the immense resulting advantages? The only drawbacks at present anticipated are the possible disinclination of the smaller firms to contribute as much as the larger ones, and the element of trade jealousy. The former could be overcome by a system of proportional charges, based on the number of books exhibited per annum; while the latter would probably die out in time when it was found that a classified exhibition placed every exhibitor on a footing of strict equality. Exact classification as well as cataloguing would be an essential part of the scheme, and a trained staff would have to be appointed to run the exhibition on scientific lines.

A permanent bazaar or exhibition like the one above suggested would not in any way interfere with special exhibitions like the general one of the *Chronicle* or the Christmas book one of the *Tribune*; nor would it prevent publishers having stalls for their stock books, if deemed a feature worth retaining. It would attract book-buyers from all over the country, and all kinds of special students, librarians, schoolmasters, educational workers generally, and the public at large would visit the exhibition if assured that the books were arranged so as to show the exact state of the literature of all kinds of subjects. The suggestion is thrown out for the consideration of publishers and librarians for what it is worth, and perhaps further discussion will elicit the strong or weak points of the scheme.



## THE SHEAF CATALOGUE.

By JAMES DOUGLAS STEWART, *Islington Public Libraries.*

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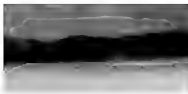
### V.—GENERAL RULES (*Continued*).

35. *Spacing and General Planning Out.* Three courses may be followed in spacing out a sheaf catalogue. These are:—

- (a) Allowing one slip to each title, or, in other words, only writing one entry on each page.
- (b) Filling every page as full as possible at the commencement.
- (c) Allowing a slip to each author (with as many more as the author needs) and to each title catchword.

36. The first method, it is contended, allows indefinite intercalation of new matter without necessitating any re-writing or in any way disturbing the old matter. It, however, bulks the catalogue out very largely, and reference is not so easy or rapid owing to the extra number of pages to be turned over. The second method has the disadvantage of losing a good deal of clearness owing to the huddling of entries and the consequent loss of catchword guides, and at the same time has not the adjustability of the first method. The third method, which strikes the happy medium, allows an enormous amount of insertion of new matter with very little re-writing, and also enables the slips to be so set out and guided as to be easy of reference.

37. *General Spacing.* Each separate author to commence on the recto of a new slip and, if necessary, to be continued over on to the verso and then on to as many additional slips as may be required. If no entries run over on to the verso of the slip, that side to be left blank, save for the catchword. Each author to commence a new slip whether there are several of the same surname or not.



38. Title entries beginning with the same catchword to be collected on to one slip in the same way as the works of an author are collected (see Fig. 12), and to be continued in a similar manner (Fig. 13).

39. Entries to be spaced out on the slips according to their number or probable number. Ordinarily a line should be left blank between each entry; but where there is a large number of entries under a heading they can be written close together in order to group the entries for easy reference. (Compare Figs. 11 and 12.)

40. Different kinds of entries will require different spacing. The entries for fiction, being usually very brief and taking up but a single line, should be spaced as shown in the examples. Non-fictional entries with annotations should be allowed more space between entries in order that each one may be isolated and distinct.

41. *Catchwords.* The Catchword must be written on *both sides of the slip* whether there are any entries on the back of the slip or not. This ensures proper guidance to whoever consults the sheaf catalogue, whether reference is made backwards or forwards through the volume.

42. *Continuations.* If an author's works run over the first slip, the fact that succeeding slips are continuations should be clearly shown. This is best done by writing the word "*Continued*" in red ink at the top of the slip (Fig. 10) :—

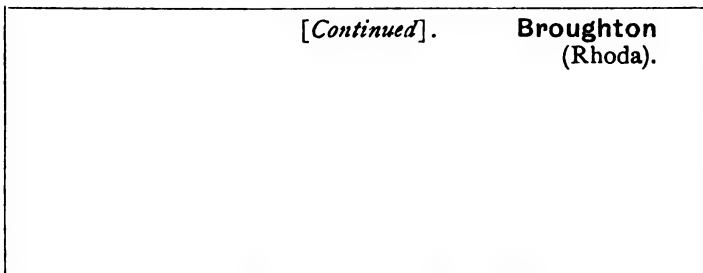


FIG. 10 (Showing "continuation" slip).

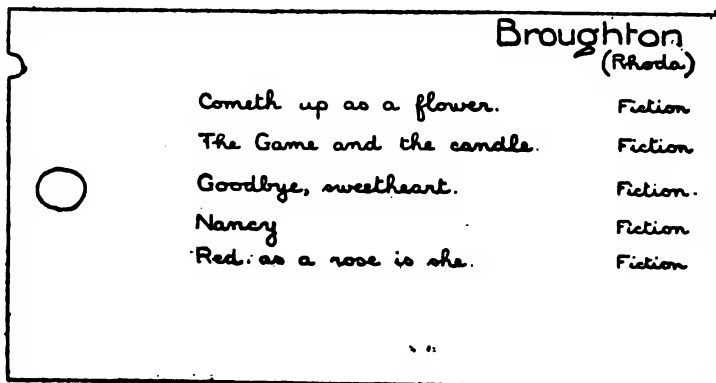


FIG. 11 (Wide spacing).

The word "*Over*" should also be written in the right-hand bottom corner of both sides of the slip whenever entries run over on to the back. (See Figs. 12 and 13.)

| Love                                   |         |
|--|---------|
| Love among the chickens, by Wodehouse. | Fiction |
| Love among the lions, by Guthrie       | Fiction |
| Love and life, by Yonge                | Fiction |
| Love and desire, by Albanesi           | Fiction |
| Love and Mr. Lewisham, by Wells.       | Fiction |
| Love and the soul hunters, by Craigie  | Fiction |
| Love charm, by Tieck                   | Fiction |
| Love cure, by Treherne                 | Fiction |
| Love decides, by Gervase.              | Fiction |
| Love episode, by Zola                  | Fiction |
| Love letters of a genius, by Mérimée.  | MHO     |
| Love never faileth, by Simpson.        | Fiction |
| /Over                                  |         |

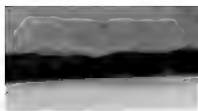
FIG. 12 (Close spacing).

| Love                              |         |
|-----------------------------------|---------|
| Love of Parson Lord, by Wilkins.  | Fiction |
| Love tales, by Miller and others. | Fiction |
| Love the laggard, by Bell.        | Fiction |
| [and so on]                       |         |
| /Over                             |         |

FIG. 13 (Continuation on verso of slip).

43. *Extra guides.* Guide slips sticking out beyond the ordinary slips are not advisable. No person wants guides of this nature when consulting a dictionary or similar work, and when bold catchwords are written as shown in our examples it is perfectly easy to find one's way about the sheaf catalogue without their aid. If thought advisable—although they are not necessary—slips of the same size as the ordinary, but of a different colour, may be placed at intervals to act as additional guides. One of these at the beginning of each letter of the alphabet with a bold "B" or other letter upon it may be used with some advantage, but, as stated before, they are quite dispensable.

(To be continued.)



## REFLECTIONS ON GROUPS.

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PROBABLY no one has given more attention to the psychology of photographic groups than the present writer; and certainly no one has hunted with more diligence and zeal for his own presentment among the miscellaneous crowd usually mingled together on occasions when societies find it necessary to be "took." These introductory remarks are called forth by the arrival of three large photographs of the Library Association taken at the Glasgow University, the new Mitchell Library, and at Mount Stuart in Bute, and it may be remarked, *en passant*, that a cheaper or more interesting five half-crowns' worth for librarians cannot be found. Photographic groups are rather similar in general appearance, and it is only the connoisseur who can readily distinguish a legislative assembly from a football club. For example, a friend, who called shortly after the writer had unpacked the L.A. Glasgow groups, exclaimed when he saw them—"Hullo! Bill, what have you got here? A licensed victuallers' beanfeast in front of Buckingham Palace?" "No, indeed," I retorted, with, I trust, a sufficient measure of dignity. "These are photographic groups of the librarians of the United Kingdom, taken in front of Glasgow University and other historic buildings." "Well," said he, "I shouldn't have thought it, with so many decent-looking women about." That remark at once switched me off to earlier groups of the same Association, and it was surprising to observe the enormous difference of representation between, for instance, Nottingham in 1891 and Glasgow in 1907. At the former place only five ladies were present, whilst at Glasgow, in the University group forty-six ladies are photographed; and in the Mount Stuart group, fifty-six. It is the same in other recent pictures at Bradford, Cambridge, etc.,—the ladies turn out in increasing numbers to grace the occasion, and, incidentally, to perpetuate the current fashions. Talking of fashions suggests the fertile topic of collars and vests, and in both articles great variety can be found in these groups. The younger men affect the high-turnover pattern in collars, which effectually cuts off their heads from their bodies, and gives them the appearance of clerks, dudes, and first hands at the ribbon counters of drapery stores. Older men have high-peaked collars, while a few wear the old turn-down Shakespeare pattern which imparts quite an air of respectability to the group.

The white and fancy vest men only number fourteen in one group, which may be taken as a sign of grace, and an indication that this particular kind of sartorial pose is on its last legs. A licensed victualler in a white vest looks dressy and appropriately sporty, but a librarian in a white vest looks like a pelican on a pension, and quite out of tune with his environment. The fashion in hair partings remains very much as before, only it is difficult to form an accurate judgment on this important matter owing to the general practice of the bald-headed



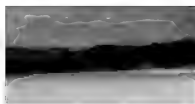
in wearing their hats when being photographed. A large proportion of members wear their hair partings on the left, while only a few part at the right, among them being the American delegate. Some of the younger men part down the middle, or as near as last night's revelry will permit, and one or two brush back their hair in the aggressive German band-master style, which gives a very pugnacious and stubborn appearance. Whisker fittings, as Mr. Frank Richardson would say, are varied both in their cut and disposition. Full-bearded and moustached faces are in a majority; bare faces, excluding the ladies, are somewhat less frequent, and mutton-chop whiskers are, thank Heaven! entirely absent. The motor-goggle countenance, often seen in photographic groups when bespectacled people are caught at a certain angle, is almost entirely absent in all the pictures, owing to good lighting and the precaution taken by many of taking off their glasses. This little vanity can be practised in other situations. Smiles are not very common, probably because they were frozen or arrested in the painful efforts made to "look pleasant," but the Guildhall sub. has an approach to that convulsion which appeared "on the face of the tiger," on a certain memorable occasion in North Africa. It is quite impossible to tell indicator from open access men. All look equally human, but it is remarkable to observe how very mild and innocent the stormy petrel (or should it be petrol?) of this and other movements looks, with his head under the chin of the militant Kettle of London City. Some of the younger North-Western Branch men wear a fierce and moody look as if their appetite for gore had not been satisfied. In this connection, a Scotch correspondent sends a verse which he declares sums up exactly the views of all the Scottish librarians on what he calls the "impracticable local selfishness of the minor Lancashire mind":—

#### A HULMERIOUS LIMERICK.

In a rude little hut near an ever green shaw,  
Lived a turbulent savage with nae end o' jaw.  
"Cocky! mak' a night o' it!" he guppi'd wi' zest,  
"Let us break up the bond o' the gallant North-West,  
And jast\* slaughter the tedder, the baker and a'!!"

There is a familiar ring about some of these lines, but it is difficult to materialise the reminiscences called forth. Perhaps some of the readers of this periodical can do so? There are some very interesting episodes in all of the groups. At the University, Septimus the First has secured a large pit all to himself, and appears in solitary grandeur surrounded by a kind of corporeal halo. In another group he can scarcely be found. A comical effect is produced in the Mount Stuart group by a man appearing as if mounted on stilts at the left-hand side of the picture. Again, Mr. Inkster looks quite bonny, with his head enclosed in a lady's feather boa, while in the Mount Stuart group, Messrs. Anderton and G. T. Shaw appear in profile, as if acting as comedy supporters to the Borough of Hackney, which is framed, in the person of a representative, between the two. In humorous

\* This is a misprint for just.



contrast to this is Mr. Anderton's genial-after-dinner-speech air in the University group. An interesting figure at Mount Stuart is that of the Bradford librarian, got up as a foreman ganger, armed with a dinner-basket, and looking very fit. The gentleman, who in two groups appears with a slightly intellectual scowl, in an attitude of langorous ease, is not the Kaiser Wilhelm, but the Hon. Sec. of the L.A. The stone-laying group is not so interesting or characteristic as the others, but there is a very fine portrait of the Brighton Curator in the part of the "chiel amang ye takin' notes," and heroically shouldering up a tripod leg at the same time. In the Mount Stuart group a number of young men adorned with rosettes are much in evidence. These are the Glasgow Public Library seniors disguised as stewards and agents-in-advance. Near by them are some of the lady members of the same staff, about whom there is no special affectation of "immature juvenility," but just that becoming niceness that one looks for in lady seniors.

In all other respects the groups are extremely interesting and suggestive, and they are well worth possessing as witnesses to the social and human, instead of the dry never-ending professional side of English librarianship.

W. M.



## BOLTON PUBLIC LIBRARIES.

### The High Street Branch before and after Re-organisation.

o o o

THE Bolton Public Libraries are undergoing complete re-organisation under the supervision of the chief librarian, Mr. Archibald Sparke, F.R.S.L.

Bolton was one of the first towns in the kingdom to adopt the provisions of the Public Libraries and Museums Act, 1850. It will be remembered that this Act did not provide for the purchase of books, and to enable the objects of the Act adequately to be attained it was decided that a subscription library should be established, and the books so purchased handed over to the Public Libraries after a period of twelve months. This happened in 1853, and that subscription library, as part of the Public Libraries of the borough, has been in existence ever since.

The branch library under review was opened on April 7th, 1888, and closed for re-organisation in April, 1907, when it was found necessary to discard nearly two tons of books which were worn out, obsolete, or of a non-circulating nature.

It will be seen from the accompanying plans that the building consists of three floors, occupied as follows :—(1) the basement, which was used as the caretaker's living quarters, a heating chamber and a boys' reading room ; (2) the ground floor, as a newspaper and magazine

room, and lending library with borrowers' space; and (3) the first floor, as a reference library, a girls' room, and two lavatories.

As re-organised: (1) the basement, shows that the caretaker's premises have been utilised as a juvenile reading room, and whereas formerly this room contained simply four tables and a couple of dozen chairs, and had only a few volumes of the *Illustrated London News* in it, it now contains six tables well supplied with magazines suitable for boys and girls, three writing desks where the children may do their home lessons and a book-case with about 250 volumes, which are not allowed to be taken away. In this room there is now seating accommodation for fifty children. A glazed screen divides it from the juvenile lending library which is provided with about 2,000 volumes. The indicator is used as the method of issue, and a show-case has been placed at one end of the counter, in which are displayed attractively illustrated books and new additions.

(2) The ground floor, it will be seen, is now devoted entirely to the newspaper and magazine room and a filing room. Hitherto there were about fifteen newspapers provided here, and the tables were covered with a large number of sectarian and other publications which can always be obtained free. The room is now well stocked with twenty-four high-class daily and weekly newspapers, and with magazines and journals of a technical and scientific nature. Seating accommodation is here provided for seventy-five persons. Two of the tables are reserved for women, and suitable periodicals are placed here for them. The electric light has been altered and concentrated by means of standards and brackets fixed upon the tables and over the reading slopes. It is possible by this means to use a lamp of smaller candle-power and not appreciably to increase the cost of current consumed.

(3) The first-floor plan shows that the reference library and girls' room as such have been abolished, and the floor now utilised as the lending library and a small reference reading room. The book stacks are arranged in a half-circle, and provide accommodation for about 12,000 volumes. A glazed screen with counter divides this department from the reference room, and a glance at the plan shows the excellent supervision now afforded. The small reference reading room contains books more suitable for hasty reference than reading, such as dictionaries, directories, and encyclopædias, and provides seating for sixteen persons.

Staff accommodation is provided in the basement filing room, where a small gas-stove, water supply, and lavatories, etc., have been placed.

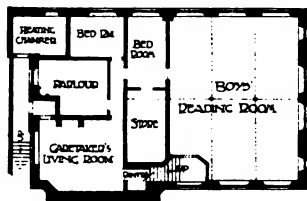
This branch library is in the midst of a densely populated district, and it is quite possible that it can be made the best branch in the town. Previous to re-organisation a staff of two assistants was quite sufficient to carry on the work, but now five are fully engaged.

A catalogue of 152 quarto pages, double columns, has been compiled and is sold at the nominal price of threepence, whilst a separate catalogue of the books for the boys and girls is published and sold at one penny.

• COUNTY BOROUGH OF BOLTON •  
 • HIGH STREET BRANCH LIBRARY •

• BEFORE REORGANIZATION •

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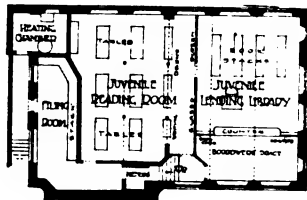


• BASEMENT •

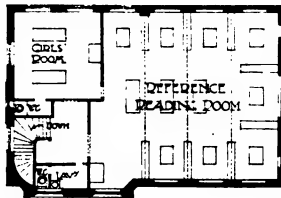
• COUNTY BOROUGH OF BOLTON •  
 • HIGH STREET BRANCH LIBRARY •

• AS REORGANIZED •

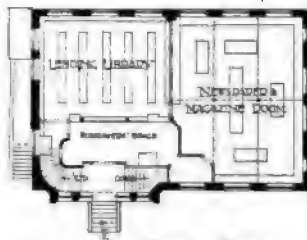
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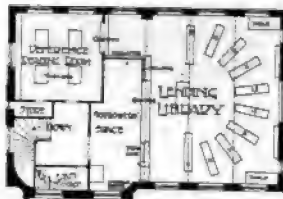
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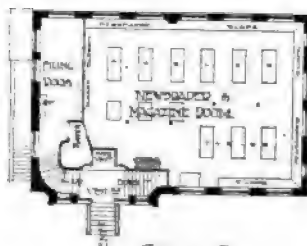
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• GROUND PLAN •



• 1<sup>ST</sup> FLOOR PLAN •

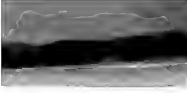


• GROUND PLAN •

E. LADLOW AMICE  
 Borough Engineer  
 BOLTON Oct 1907



• • • • •



Five thousand copies of a circular setting forth the advantages of the library were printed and distributed before the re-opening, and the way in which this library is now used (in addition to the central lending library, which was re-organised and opened in February last), has more than justified the determination of the Libraries Committee to bring the libraries of the borough up to the highest state of efficiency.



## AMERICAN CHILDREN'S LIBRARIES.

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THE extreme pitch to which work for children has been carried in many American libraries has brought about the inevitable reaction, and there is a salutary and sensible example of this in the annual report of the Boston Public Library for 1906-7. Of all the large American cities, Boston is the most like an English town in many respects. There is a comparative absence of flamboyant and narrow nationalism, and it enjoys freedom from the empty bounce which characterizes more western cities. The trustees of the Public Library have received a report from an "Examining Committee," composed of men and women who have been selected from among the citizens for special knowledge and capability. This independent body have examined the work of the libraries, and reported on it in a most interesting and thorough fashion. From this we quote several paragraphs bearing on the work for children, which in some parts of the United States is carried to more extravagant lengths than anything yet attempted in Boston.

### "REPORT OF THE EXAMINING COMMITTEE.

REPETITION.—Care should be taken not to repeat work already a successful part of the work of another city department, or indeed of any institution. The Story Hour at Brighton illustrates this point. The hour is for younger children only, and the story is the story pure and simple of the kindergarten, told however less skilfully than in the kindergarten. Such being the case, the kindergarten work already forming a successful feature of the School Department's work, there seems little real necessity for the library's attempting to duplicate it, even in part. In its place, therefore, the committee recommends the substitution of short talks on books and authors to small groups of older children.

The South End Story Hour (Thursday evening) is more satisfactory in that it is broader in scope, offers larger opportunities, touches the older child only, is more skilfully handled, and is in no sense repetition. Its work is not that of the School Department. Neither is it that of the settlement. It is strong, experimental work, illustrating active and intelligent co-operation on the part of three institutions—the library, the museum and the settlement.

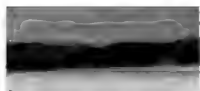
**JUVENILE BOOKS.**—Fewer should be purchased. There are too many, and too large a proportion are of a trivial character. The committee recommends a reduction, in titles, of 50 per cent., believing this to be none too sweeping.

**THE CHILDREN'S SIDE OF THE WORK.**—Too much is done for the child, not enough for the adult. This over-emphasis affects the proper balance of the work as a whole. Young men are daily demanding technical works relating to professions and trades, and more reading space is needed for grown people. Until these two wants are supplied, nothing further should be done for the child.

**AGE LIMITS.**—The committee favours the raising of the age limit from twelve to eighteen (evening hours only) for all branches and stations where the attendance of children crowds out that of adults, and the lowering of the age limit from sixteen to twelve in the use by the child of the adult library in those branches having children's rooms. The committee knows that custodians are permitted to use, and so use, discretionary power in regard to this matter; still, it feels that a wrong is done the child who, at the age of twelve, thirteen, fourteen, fifteen, is not allowed freedom of access to the open shelves of an adult library. Were the standard works on English literature kept in duplicate copy in the children's rooms the present age limit (sixteen) might not be unjust.

**CHILDREN'S ROOMS.**—'Adult' literature is needed. The books in the children's room at the South End Branch (to cite but one instance) number 2,400 volumes, every one of which, barring certain histories, reference works, and the Cambridge edition of the poets, is listed in the finding-list as 'juvenile' literature (Y). Cooper, Dickens, Washington Irving, George Eliot, Shakespeare are totally without representation. Thackeray and Scott have but one volume each, Hawthorne but two, and even Miss Yonge but her simplest stories. The collection should at once be broadened in scope, not by increasing the number of books, for 2,000 to 3,000 volumes is a thoroughly workable library, but by dropping present titles and substituting new ones (adult ones). It is quite possible, too, that reading rooms for grown people might solve more successfully, and at less cost than children's rooms, the vexed problem of overcrowded branches and stations. If, for example, further growth becomes at any time possible at Upham's Corner, the committee hopes it may be in this direction."

Now, the Boston Public Library enjoys an annual income of about £68,000, thrice as much as Glasgow, Manchester, Liverpool or Birmingham, and yet, as is quite evident from the above extracts, the invasions of the province of the teacher by the libraries, and the cultivation of all kinds of fads for the supposed benefit of immature children are making serious inroads on what may be termed a princely income. The salaries, including a bindery and a printing department, amount to over £42,000, in addition to which there is an item of £1,200 for "cleaning." A considerable portion of this huge sum is frittered away in unproductive work for children, just as in other parts



of the States, and it is rather instructive to compare the percentages spent on salaries and books in Boston and the average English library :

|   | Boston. | English average. |
|---|---------|------------------|
| Percentage of income annually spent on books    | 7.50%   | 17%              |
| Percentage of income annually spent on salaries | 60%     | 45%              |

We agree most emphatically with the Examining Committee that it is time to re-adjust the balance between children's work and adult needs, not only in Boston, but throughout America, as there seems a danger of this benevolently sentimental fashion being copied in England. Already, in many parts of England, "too much is done for the child, not enough for the adult," and the sooner some radical change takes place the better for the future of librarianship.



## VIEWS CURRENT.

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SOME time ago, in a moment of speculative prophecy, this magazine foretold ructions in an esteemed contemporary if certain "views" continued to be expressed in a manner altogether out of place in the pages of an official journal. As was anticipated, the men who could write tomahawked those who couldn't or wouldn't, and as a result, some of the ringleaders in this class of journalistic scalping have been jettisoned. And not too soon. The idea of "improving" an official record by making it a vehicle for abusing real or imaginary opponents was foredoomed to failure, because all members of a society being equal, everyone had a perfect right to resent so much license being given to irresponsible private members. In the conduct of an official journal there should be no room or opportunity for any section of members acquiring the power of using it as an engine for attaining selfish ends. A free-lance magazine like the *Library World* can indulge in occasional outbursts of misdirected humour, but such efforts in an official record could only end in improving the Library Association—off the face of the earth.

R.I.P.

One of the huge mistakes in the administration of the Library Association is the disproportionate annual sum spent in maintaining the *Library Association Record* as a costly, stodgy and bloated mass of journalistic twaddle. The existing library journals in order of brightness and interest arrange themselves as follows :—

1. *The Library World.*
2. *The Library Assistant.*
3. *The Library.*
4. *The Library Association Record.*
5. *The Library Journal.*
6. *Public Libraries.*



What the new A.L.A. magazine is like it is impossible to tell, but doubtless it will occupy the seventh place in the ascending scale of stodginess and come out on top as a thoroughly dull paper. If so, the *L.A. Record* will occupy the middle place and furnish the model of mediocrity necessary in all comparative statements. The powers-that-be in the L.A. have been casting about for permanent relief from financial straits, and for years have gravely discussed the necessity of enrolling new members and cutting down the expenses of committees, etc. All this time a remedy has been within reach, but has been persistently ignored. Nearly half the annual income goes in support of a magazine which no one reads, or could read if he tried. It is a regular Old-man-of-the-Sea, and limits the work of the Association in every direction. The plea, so often advanced, that it is all the country member receives for his subscription, is pure bunkum, as every sensible member—country or metropolitan—would much prefer to see the money spent in more profitable undertakings. Instead of running the *Record* as a great unwieldy chunk of literary flabbiness, it would be infinitely better to make it a sixteen-page record of the Association's work and proceedings, giving a *précis* of papers read at monthly meetings (some of them are not even worth that), and publishing full abstracts of the annual meeting in a separate volume of proceedings. £150 to £200 per annum could be saved in this way and the money devoted to practical and more remunerative objects.

I.O.G.T.

With some journalistic flourish of trumpets has been launched the *idea* of an Institute of Librarians, which is to accomplish all sorts of great things in the way of trade protection, professional etiquette, registration, etc. The names of certain librarians have been given as a committee of enquiry into the feasibility of the scheme, and librarians await with breathless interest the findings of this body of experts. As far as it has been possible to test professional feeling, all sane opinion is dead against any proposal to found another Association till every method of strengthening and reforming existing societies has been tried. It is far too soon to think of applying trade union methods to librarianship, and nonsense to think of registration till the average standard of qualification and efficiency has been more than doubled, and the dead-heads of the profession have been screwed up into line with the better trained and educated junior. The sooner this absurd proposal is "scotched," the better.

P.T.O.



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

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**Bangor, Wales.**—The new library building erected at a cost of £3,000 was opened early in November.

**Brentford.**—The finances of this Public Library are in a very bad way, according to newspaper reports, and the committee propose to apply for remission of a rate demand note amounting to £51 7s. 1d. and the poor rate amounting to a somewhat similar sum. This action illustrates most forcibly the conclusions arrived at in a recent article which appeared in these pages on Bookless Libraries, and the necessity which exists for the exercise of extreme care in the erection of Carnegie buildings. It also shows the unfairness of local Assessment Committees in rating libraries at all, owing to the cramping effect of the rate limitation.

**Glasgow.**—At ten o'clock on the evening of Monday, the 4th November, 1907, the Mitchell Library completed the first thirty years of its existence as a public institution in active operation. The library was opened at 10 o'clock a.m. on the 5th November, 1877, in temporary rooms at the corner of Ingram Street and North Albion Street. From the first, the library attracted large numbers of readers, and in a comparatively short time the rooms became much overcrowded. In 1891 the library was removed to the building formerly occupied by the Water Commissioners, in Miller Street, and here again the accommodation provided was fully taken advantage of. During the whole period the library has been one of the most largely used of the Public Reference Libraries of the United Kingdom. During the thirty years, the total number of volumes issued to readers was 12,402,636, equal to a daily average of 1,418. Of this number, 1,062,083 volumes, or 3.56 per cent., were works in relation to Theology, Philosophy and Ecclesiastical History; in History, Biography and Travels, 2,720,135 volumes, or 21.93 per cent.; in Law, Politics, Sociology, and Commerce, 534,813 volumes, or 4.72 per cent.; in Arts, Sciences, and Natural History, and the application of these to Industries and Manufactures, 2,739,617 volumes, or 22.09 per cent.; in Poetry and the Drama, 668,136 volumes, or 5.39 per cent.; in Philology, 292,028 volumes, or 2.35 per cent.; in Prose Fiction, 993,375 volumes, or 8.05 per cent.; in Miscellaneous Literature, 3,336,949 volumes, or 26.91 per cent.

In addition to the large amount of reading in books noted above it is estimated that there has been an almost equally large number of references to, or consultations of, the current numbers of the 500 selected reviews, magazines, journals, and other periodicals in the magazine room. The number of volumes in the library when it was opened thirty years ago was 14,432; the number now exceeds 170,000. As is well known, the accommodation provided in Miller Street has become quite inadequate for the requirements of the library, and the Corporation

are now erecting a new building in North Street, which, it is anticipated, will provide ample accommodation both for readers and for books for many years to come.

**Harrogate.**—A very successful Loan Exhibition of books, prints, photographs, antiquities and curios relating to Harrogate and the Forest of Knaresborough is being held in the Harrogate Public Library. Upwards of 600 items are on view, including many which are quite unique. The exhibition was organised by Mr. G. W. Byers, the chief librarian at Harrogate. The senior classes from all the elementary schools in the borough have visited the exhibition on the invitation of the librarian, who gave a lecture on the exhibition to each class, and four prizes are offered for the best essays written by any of the children attending these lectures. So much interest has been shown in the exhibition that it has been found necessary to keep it open for a fortnight longer than was originally announced.

**Kendal.**—The Public Libraries Committee have recently revised the list of periodicals taken, by discontinuing certain evening newspapers and substituting other journals.

**Llandudno.**—Mr. Andrew Carnegie has offered to contribute £4,000 towards a library building in Mostyn Street, for which Lord Mostyn will give a freehold site.

**London: British Museum.**—The great circular reading-room, which has been closed for re-decoration for so many months, was opened to readers again in November. Opinions are divided as to the effect of the ornamentation and colour scheme.

**London: Camberwell.**—The lectures at North Camberwell Library, Wells Street, S.E., in connection with the North Camberwell Library Readers' Union, have this year been arranged to illustrate "Some great Forces: ancient and modern." The inaugural lecture was given on Tuesday, October 15th, by Rev. A. H. Knott, B.A., Vicar of St. Jude's, Peckham, on "The Origin of Worlds," the great "force" dealt with being Sir Isaac Newton. Mr. Knott fascinated his hearers by his lucid and brilliant account of Newton's discoveries, and the lecture room was crowded with an audience of regular library readers. The chair was taken by Rev. Martin S. Ware, M.A., Vicar of St. George's, Camberwell. Mr. Newcombe has made arrangements for the following lectures for the present winter:—

November 19th, "John Stuart Mill." (1806-1873.)  
E. J. Urwick, Esq., M.A.

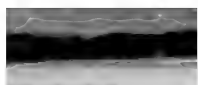
December 17th, "John Keats." (1795-1821.)  
Edward McCurdy, Esq., M.A.

January 21st, "Mandell Creighton." (1843-1901.) Historian. Bishop of London.

Rev. W. J. Conybeare, M.A., *Head of Cambridge House, Camberwell.*

February 18th, "Socrates." (469 B.C.-399 B.C.)  
Rev. Richard Hanson.

March 17th, Canon Barnett will deal with a great social force, and his subject will be announced at a later date.



**London : St. Pancras.**—On November 6th a town's meeting was held, presided over by the Mayor, to protest against the delay in carrying out the scheme for Public Libraries adopted by the previous Borough Council. The proceedings were of the most noisy and rowdy description, and very few of the speakers were audible. In the end a resolution was carried by 351 to 161, calling upon the present Council to fulfil their obligations, and a deputation was appointed to wait upon the Council. Later the deputation presented the resolution and it was duly received by the Council.

**London : Woolwich.**—The series of lectures being presented at Eltham by the Public Libraries Committee included two of special interest—" 'Peak-bagging' in Scotland," by Mr. E. A. Baker, borough librarian, and "The Fascination of the dictionary," by Mr. L. S. Jast, borough librarian, Croydon. Both were attended by as many people as the room would hold.

**Loughborough.**—The Public Library building was broken into on November 5th, and some money stolen from the cash drawer. The thief did much damage, breaking open lock-fast places in a clumsy manner, and only secured about 12s.

**Malvern.**—An amusing skit on the difficulty of obtaining good modern novels at the Public Library appears in the *Malvern News* of November 2nd. According to the humorist who contributes it, the unfortunate readers who want Marie Corelli, Barrie and other writers, are fobbed off with " 'The Teaching of Epictetus, being the Encheiridion, with selections from the Dissertations and Fragments' (Vide catalogue)."

**Manchester.**—The interest taken by Manchester librarians in the affairs of the local Municipal Officers' Guild, and particularly in the literary section, is, in the natural order of things, all it should be. A noteworthy fact in this direction is that Mr. J. A. Green, of the Moss Side Library, and Mr. Ernest Axon, of the reference library, were two of the first editors of the Guild Journal.

At the second meeting of the Guild Literary Society, Mr. John H. Swann read a paper on the Free Reference Library. Describing with first-hand knowledge the various collections and the work involved in their arrangement and maintenance, as well as the history of the building, Mr. Swann dealt with his subject in a manner which did not fail to call forth the unqualified appreciation of his hearers.

A paper by Mr. Ernest Axon, on "Manchester in the reign of James I.," is announced for a future meeting of the Guild Literary Society.

Mr. H. Plummer has been re-elected chairman of the Manchester Public Libraries Committee, with Councillor T. C. Abbott as vice-chairman.

The following extract, from an announcement of the Manchester and District Library Assistants' Fellowship, indicates a gratifying result of the labour involved in the formation of the society :

"The hopes of even the most sanguine have been surpassed by the measure of success which has attended this enterprise, the objects of which may be summarized as the strengthening of the bonds of fellowship between the library assistants of Manchester and the outlying districts. This end will be obtained by the association visiting libraries, by attending lectures delivered by librarians and others interested in the movement, by discussion among the members themselves and by numerous other methods."

Assistants in the district, who have not already joined the Fellowship, should communicate with the honorary secretary, Mr. O. J. Sutton, of the John Rylands Library.

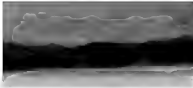
**Morthyr.**—Mr. Andrew Carnegie has presented a cheque for £3,250 for the Dowlais Library.

**Montrose.**—A copy of the *Montrose Standard* for November 22nd has been sent to us, containing nearly four columns of matter relating to the Public Library. Among it is the librarian's report on the recent Library Association meeting at Glasgow, an annotated list of "selected fiction (3)" extending from Brontë to Craik, and a list of donations. It is seldom that local journals devote so much space to the useful purpose of making known the library. The list of "selected fiction" gives author, titles and call numbers, with notes apparently taken from Baker's *Guide to the best fiction* and the Finsbury fiction guide. Sometimes these notes are an amalgamation of both guides, and though they are interesting and good, surely some acknowledgment should be made.

**Wood Green.**—The newspapers report as a "novel scheme," the decision of the Public Library authority at Wood Green to utilise a room for purposes of conversation and discussion. It might be pointed out that this feature was originally introduced at Aberdeen when the building there was first opened.

**Mr. Edward M. Borrajo**, the well-known librarian of the Guildhall Library, was entertained to dinner on November 21st at the Florence Restaurant, by a few friends and colleagues representing London libraries and other institutions. Sir William P. Treloar, Bart., the ex-Lord Mayor, presided, and there were also present Mr. G. L. Gomme (London County Council), Dr. Fortescue (British Museum), Sir W. H. Dunn, ex-Sheriff of the City; Mr. Bram Stoker; the chief librarians of Chelsea, Westminster and Kensington, Mr. Hulme, of the Patent Office, Mr. MacAlister, of the Royal Medical Society, and Mr. Boosé, of the Royal Colonial Institute. The toast of "The Guest," proposed by Mr. Jones, of Kensington, was received with great cordiality, and so was Mr. Borrajo's reply.

**Mr. P. Evans Lewin**, who has acted as sub-librarian at Port Elizabeth, Cape Colony, for the past four years, intends to return to library work in this country, and is expected home about the end of December. As a mark of their appreciation of Mr. Lewin's services in



re-organizing and cataloguing the library, the Port Elizabeth Library Committee, at their last meeting, unanimously voted Mr. Lewin a bonus of one hundred pounds, together with three months' salary. This handsome tribute speaks well for Mr. Lewin's efforts in putting this large Colonial library on a sound basis.

**Mrs. Pennell** has been appointed librarian of the Kingstown Public Library, in succession to the late Mr. E. D. Brownell.

In *The Councils' Journal* for October, 1907, **Mr. Alex. J. Philip**, librarian of Gravesend, has commenced a special department entitled "Library Topics" which will deal with matters of current interest in librarianship. The first instalment reviews the work of the Glasgow Conference, and future contributions on lectures, the library movement, buildings, etc., are promised. Mr. Philip is an earnest advocate of publicity for library work, and sets a useful example to all other librarians by his efforts to make library work a topic for journalistic comment, like horse-racing or murders. It is about time such comparatively insignificant and unproductive topics as sport, speculation and crime were relegated to the obscurity of short paragraphs, whilst educational and library topics received the distinction of head-lines and large type.



## LIBRARY ASSOCIATIONS.

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### THE LIBRARY ASSOCIATION.

PROGRAMME OF MONTHLY MEETINGS IN LONDON, SESSION 1907-8.

THE ordinary monthly meetings, from November to April, will be held at 8 p.m. on the second Monday in each month at 20, Hanover Square, W., unless otherwise notified in the *Library Association Record*. The remaining meetings will be held as announced in this programme.

November 11. "The Physical Qualities of Paper." (*Lantern Lecture*.) By R. W. Sindall, F.C.S., author of "Paper Technology."

December 4. Distribution of Certificates won by Students at the Professional Examination held in May, 1907.

This meeting will be held at the London School of Economics at 8 p.m. H. J. Mackinder, Esq., M.A., Director of the School of Economics, will deliver an address, and the chair will be taken by P. Blair, Esq., M.A., B.Sc., Executive Officer of the Education Department of the London County Council.

December 9. "Imprints in Modern Books." By Leonard C. Wharton, British Museum.

— "The Delimitation of Reference Libraries, with a note on Specialisation." By W. J. Harris, Librarian, Public Libraries, Bromley, Kent.

January 13. The Establishment of Public Libraries in Rural Districts. By Councillor T. C. Abbott, Public Libraries Committee, Manchester.

- February 10. "Some Difficulties in Book Selection." By Ernest A. Savage, Librarian, Public Libraries, Wallasey.
- "How the Rate Limit affects the Public Libraries of the Smaller Towns." By W. J. Willcock, Librarian, Public Library, Peterborough.
- March 9. "The Mania for Bricks and Mortar." By W. C. Berwick Sayers, Sub-Librarian, Public Libraries, Croydon.
- "In Defence of the Newsroom." By Fred A. Turner, Librarian, Public Library, Brentford.
- April 13. "Modern Methods of Book-sewing." By G. A. Stephen, Chief Assistant, St. Pancras Public Libraries.
- "The Cult of the Child and Common Sense." By James D. Stewart, Chief Assistant, Islington Public Libraries.
- May 11. Meeting at the London University Library, South Kensington, S.W., at 8 p.m. Exhibition arranged, with introductory remarks. By Reginald A. Rye, Goldsmiths' Librarian.
- June 16. Meeting at the Guildhall Library, E.C., at 8 p.m., with a paper on "The History and Present Position of the Guildhall Library." By E. M. Borrajo, the Librarian.

#### THE LIBRARY ASSOCIATION.

THE Library Association will hold its Annual Conference at Brighton, in August or September, 1908, by invitation of the Corporation and Public Libraries Committee. The proposal to meet at Antwerp has been withdrawn in the meantime, owing to a difficulty having arisen as to the exact date of the foundation of the City Library. The Antwerp City Council have meanwhile referred the whole question for decision to experts in the matter.

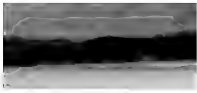
The first monthly meeting of the present session was held at 20, Hanover Square, on November 11th, when Mr. E. Wyndham Hulme was called to the chair. In spite of a most disagreeable and foggy evening, about thirty members and visitors assembled to hear Mr. R. W. Sindall, F.C.S., on

##### "THE PHYSICAL QUALITIES OF PAPER."

On this subject, and with the aid of the lantern, the blackboard and divers experiments, the lecturer gave a clear and interesting account of paper making, testing, construction when viewed microscopically, and other matters affecting papers of different kinds and qualities. The paper was fully discussed and the meeting separated after passing a vote of thanks to the lecturer.

#### INTERNATIONAL LIBRARY CONGRESS AT BRUSSELS.

DURING its meeting on September 22nd, the Belgian Association of Archivists and Librarians, on the proposition of M. L. Stainier, assistant librarian in the Royal Library and editor of the *Revue des Bibliothèques et Archives de Belgique*, resolved that the Association of Archivists and Librarians of Belgium should arrange an international Congress of archivists and librarians, to be held at Brussels in 1910, simultaneously with the International Exposition.



An organizing committee, chief of which is MM. Gaillard, archivist-general of the kingdom, and R. P. Van den Gheyn, keeper of the manuscripts of the Royal Library of Belgium, has been charged by the Association to enter into negotiations for the preparation of this Congress with the Bureau of the International Congress of Librarians, held at Paris in 1900, as well as with the Associations of archivists and librarians of all countries.

The members of the Association who were consulted on the expediency of bringing together, at one Congress, archivists and librarians have been unanimous in declaring that, apart from particular questions studied by each specialist in separate sections, the professions have numerous points of common interest, for the examination of which it is desirable to collect the opinions of archivists and librarians.

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#### NORTHERN COUNTIES LIBRARY ASSOCIATION.

THE seventh annual meeting of the above Association was held at the City Chambers, Glasgow, on 16th September last. The members present included the President (Mr. Baker Hudson), Messrs. B. Anderton, B.A., T. W. Hand, Butler Wood, Ald. D. S. Ward, G. W. Byers, Charlton Deas, W. J. Arrowsmith, J. W. C. Purves, A. Tait, J. M. Dowbiggin, A. Hair, E. Green, R. S. Crossley, T. Gray, J. A. L. Downey, C. W. Gabbatt, J. C. Handby and H. E. Johnston (Hon. Secretary.)

The minutes of last annual meeting having been read and adopted, the scrutineers' certificate as to result of ballot for election of Council and officers for the ensuing year was read, viz :—

President : Mr. Baker Hudson.

Vice-Presidents : B. Anderton, B.A., Ald. L. H. Armour, J.P., A. H. Furnish, T. W. Hand, B. R. Hill, Butler Wood.

Councillors : W. J. Arrowsmith, E. Bailey, G. W. Byers, J. A. C. Deas, A. Hair, J. W. C. Purves, R. T. Richardson, A. Tait.

Hon. Treasurer : J. Walton.

Hon. Secretary : H. E. Johnston.

The Secretary reported that, owing to his inability to attend the meetings, Ald. Armour had resigned his position as a Vice-President, and that the Council recommended the appointment of Ald. D. S. Ward for the vacancy. On the motion of Mr. Furnish, seconded by Mr. Arrowsmith, the Council's action was confirmed.

Mr. Deas moved and Mr. Purves seconded the election of Mr. W. Wilson as auditor, which was carried.

The annual report of the Council was presented, which stated that the membership was ninety-eight. Meetings had been held at Sunderland and Penrith on the invitation of the library authorities. Book prizes had been awarded to the value of two guineas, the same having been apportioned to those members of the Association who had passed with honours and with merit in the L.A. examinations.



The Council proposed to again award prizes to the value of two guineas, on a revised scheme as adopted at a previous meeting.

The balance-sheet showed a balance in hand of 11s. 1d. excluding outstanding subscriptions amounting to £1 17s. 6d. This was considered satisfactory in view of the fact that the Association, whilst entirely self-supporting, had devoted a portion of its income in awarding prizes as previously stated.

On the motion of Mr. Byers, seconded by Mr. Purves, the report was adopted.

The question as to the next place of meeting was discussed, and it was agreed that either West Hartlepool or Wakefield be fixed upon, and that the arrangements be left in the hands of the President and Secretary.

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#### THE LIBRARY ASSISTANTS' ASSOCIATION.

THE tenth annual dinner was held at Anderton's Hotel on Wednesday, November 20th, when about sixty members assembled.

Mr. W. B. Thorne presided, and was supported by Messrs. Hulme (Patent Office), Jast (Croydon), Baker (Woolwich), Preece (Stoke Newington), and others. The toast list was quite short—"Librarianship," "Ourselves" (the L.A.A.), and "The Visitors" being the only ones besides the loyal toasts. A number of songs and recitations were interspersed, and speeches were delivered by Messrs. Hulme, Sayers, Peddie, and others.

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#### BRISTOL AND WESTERN BRANCH OF THE L.A.

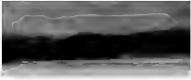
A MEETING of this Branch was held at the Central Library, College Green, under the chairmanship of Councillor T. Sturge Cotterell, of Bath, on November 20th. Mr. Norris Mathews gave an account of the Library Association meeting at Glasgow, and Mr. L. Acland Taylor spoke on the *Readers' Review* and its use by Public Libraries. Councillor Cotterell also addressed the meeting.

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#### PUBLIC LIBRARIES ASSOCIATION (IRELAND).

THE annual meeting of the Libraries Association was held on November 27th at the Public Library, Lower Kevin Street.

Mr. T. W. Lyster, librarian, National Library, who presided, moved the adoption of the report for the years 1905-07. The report stated that the membership had grown from 51 to 196, and that the debit balance of £36 with which the second year was commenced had been changed into a credit balance of £9. He gave details of the new libraries that have been opened in various parts of Ireland, expressed the hope that during the coming year the Public Libraries Act would be adopted by many of the District Councils throughout the country, and dealt with a number of other matters in reference to the work of the Association in extending the use of Public Libraries. In moving the adoption of the report, the Chairman dwelt on the extreme desirability



of establishing Public Libraries in the rural districts. Public Libraries might be regarded, he considered, as the poor man's university, and were a very great boon to those who could not afford the luxurious surroundings of a life of moneyed ease. Anyone visiting the spacious reading rooms adjoining that in which they were assembled could form some idea of the amount of good that was being done by the Kevin Street Library, and would like to see that work extended.

Mr. P. J. Ingoldsby proposed the re-election for the coming year of the outgoing officers of the Association, the name of Dr. Windle being substituted for that of the late Dr. J. Kells Ingram as one of the vice-presidents.

The motion having been adopted, the proceedings terminated.

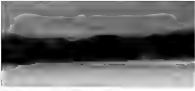
#### THE PSEUDONYMS.

IT having become a recognised feature that L'Assommoir should take the chair every time he returned from his visits to the Chicago stock-yards and the fig orchards of California, he entertained the Pseudonyms some evenings ago with one of his merry monologues describing his Amurrican travels. Assuming his best Franco-Scottish-Occidental drawl he began—"Say, boys, you'll never guess what I've pulled off this time?" Several members having suggested all kinds of crimes, from bank-breaking to the dives of 'Frisco, without success, he spurted out—"I've been the guest of the Babbliographers!!" "WHAT!!?" roared the Pseudonyms in chorus—"YEEOU?!?!!" "Yes, my boys, MEEEEEE!" and what's more, I found them a very nice collection of people; and much more interesting than any similar lot of English librarians I've ever struck." Pressed for an explanation of his success in penetrating into such an exalted temple of culture and aloofness, he said it happened quite by accident. Travelling in the cars on his way to Chicago, by the Dot-and-carry-one-four-track-but-durned-slow Railroad, he happened to sit next a youngish-looking lady with a monumental brow and eyeglasses, who was busy writing notes on a tablet with an extra big fountain pen. Glancing sideways at her notes he caught sight of the words—"missionary spirit which makes the American woman-librarian the supreme—" and instantly dived into his bag for a number of *Public Libraries*, which he used as a mat for his feet, or pipe-lights, as occasion demanded. Flourishing this so that his travel-mate could not help noticing, he tore off a corner, and proceeded to make a tooth-pick of it. "My friend," said she, "REFRAIN. You are desecrating one of the Almighty-created products of American intellect." "Crumbs!" said I, "I thought it was a magazine!" "It is, sir," she replied, with a haughty and imperious intonation which petrified the nervous system, "but it is more. It is an oracle, an inspiration, and a record of missionary enterprise among the Women Librarians of this mighty UNION." It was two hours later before L'Assommoir managed to placate the lady, and gain her favour by slanging the Pseudonyms, the *Library World*

and European librarianship generally. Incidentally, he learned that her name was Honoria Van Schenkenstein of Mud Creek Divide, on her way to the Chicago Conference of The Babbliographers, and she insisted upon his attending the opening exercises next morning. "By Jove, boys! it took three Manhattan cock-tails and one Rye, plain, to get me primed for the occasion!" According to the somewhat incoherent account of the proceedings set forth by L'Assommoir, he was received at the door by Miss Van Schenkenstein and ushered, in custody, into a whole roomful of women of every kind, size and colour. He was the only male biped there, although several dogs were lolling about, and between trying to swallow a lump in his throat and controlling creeping paralysis of the knees, he thought he was in for apoplexy and lock-jaw. Nothing happened for some moments, however, and then a large round lady came forward, shook L'Assommoir's hand and said—"You're not nice enough to eat, so there's no call to be skeared!" This broke the ice, and he was introduced all round, and treated to a cup of ice-water and a cracker. Presently a lady mounted the platform and started to deliver an address on "The Missionary Spirit of the American Woman Librarian," in which she repeatedly alluded, as L'Assommoir thought, to the "gills of American librarianship." By some subtle association of the words spirit and gills, L'Assommoir had mistaken the purport of the address, which had nothing to do with spirit-drinking or temperance, but was a plea for the wider recognition of American women librarians whom the lecturer had styled the "Jills of American librarianship." In casting his observant eye over the assembly while under the influence of this error, L'Assommoir had said to himself, "If two-thirds of the American women librarians are gills what must the quarts be like!"

The next speaker to mount the rostrum was a lady who had a lot to say about a "story-hour," and she spoke much about telling stories to the fire, and trying them on other kinds of audiences. L'Assommoir was asked to testify as to the story-hour in England, and stated that all the ladies of his acquaintance could tell a story in far less than an hour. "In fact," he said, "if no time limit were tacitly imposed, there wouldn't be a reputation left in England." This statement was not very well received and L'Assommoir resolved in future to hold his tongue. Another speaker, spoke of the diversions of the American Jill, or lady-librarian, and summed up reasonable recreations as (a) avoidance of men; (b) keeping a stamp album; (c) joining a swimming club; (d) patronising a merry-go-round; and (e) keeping a dog or cat. The meeting concluded with an "anti-septic kissing tournament," which was a mixture of a farewell function and a whist drive. All the ladies kissed each other, and some of the younger ones kissed L'Assommoir by mistake. No harm was done, however, as all the ladies were well-supplied with "Yosemite germicide chewing-gum."

At the suggestion of the Pirate, the Pseudonyms drank enthusiastically to the American Jills, who, he hoped would not be confounded with the American Jays, which were birds of quite another feather. Adjourned.



## LIBRARY ECONOMICS.

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**24. One Hundred Book Collectors, arranged in the Chronological Order of their Decease (II.) :—**

DIGBY, Sir Kenelm (1603-1665), while in Paris formed a fine collection of books, and he had many of the volumes handsomely bound there by Le Gascon and other eminent French binders. He gave one of his collections of manuscripts and printed books to the Bodleian Library, and he also presented a number of volumes to the Library of Harvard College, Cambridge, Mass. On his death, the library in Paris was confiscated by the French Government, and it is said to have been purchased by the Earl of Bristol.

THOMASON, George (d. 1666), formed between the years 1640-61, under exceedingly difficult circumstances, an invaluable collection of Civil War tracts, many of which were printed surreptitiously. Mr. Falconer Madan has calculated that there are 22,761 separate pieces in print and 73 in manuscript, in about 1,983 vols. A manuscript catalogue is still in existence which was compiled by Marmaduke Foster, and annotated and revised personally by Thomason. The collection also comprises works on other subjects. It was purchased *in toto* by King George III. in 1762 and presented to the British Museum.

SMITH, Richard (1590-1675), formed a valuable collection in Little Moorfields of fine and rare books and manuscripts. He was one of the earliest collectors of Caxtons, of which he possessed eleven. His library included Humphrey Dyson's books, which were collected at a much earlier date. The library was sold by auction in 1682.

COLBERT, Jean Baptiste (1619-1683), a celebrated French statesman and almost equally celebrated for his library, which was said to be one of the finest private libraries in Europe. He possessed about 8,000 vols. of choice manuscripts and about 50,000 printed books, almost all well bound. His bindings usually bear the emblem of an adder on a shield, surmounted by a crown. The printed books were disposed of by sale in 1728, but the greater portion of his manuscripts was acquired by Louis XV. and is now in the Bibliothèque Nationale.

ASHMOLE, Elias (1617-1692), amassed a library of printed books and manuscripts, the latter being invaluable. The printed books were destroyed by a fire at his chambers in the Temple in 1679. Happily his manuscripts were stored at his house in South Lambeth, and these, with his collections of coins and medals, he bequeathed to the University of Oxford, which formed the Ashmolean Museum. His books were transferred to the Bodleian Library in 1858. The collection of manuscripts includes the libraries of William Lilly and John Booker, the astrologers, and is rich in heraldic lore and genealogical matter.

**PEPYS, Samuel** (1633-1703), celebrated for his unique *Diary*, formed an interesting library of about 3,000 printed books and some valuable manuscripts, which include the six volumes of his *Diary* in cipher, papers for his proposed *Navalia*, and a collection of Scottish poetry formed by Sir Richard Maitland, of Lethington. The larger portion of the library consists of ordinary books, but it also comprises a number of early English printed books and a collection of 1,800 ballads in five vols. Most of Pepys's books are bound in calf and bear his arms on the lower cover. He bequeathed his library to Magdalene College, Cambridge. The Bodleian Library contains some important manuscripts of Pepys, which Dr. Richard Rawlinson bequeathed to the library.

**MAGLIABECCHI, Antonio** (c. 1633-1714), designated "the glutton of books," resided all his life in Florence, entombing himself in his books. He was renowned not only for his large collection of books, but for his learning and his memory, the latter being prodigious and precise. He amassed a collection of 30,000 vols., which he gave to his native city upon condition that they should be free to the public. The library that bears his name now contains over 60,000 books and 2,000 manuscripts.

**MOORE, John** (1646-1714), Bishop of Ely, has been called by Dibdin "the father of black-letter collectors." The Bishop's library was famous throughout Europe and ranked in importance next to Robert Harley's; it contained at his death 29,000 printed books and 1,790 manuscripts. Many of the manuscripts are finely illuminated. The library was purchased by King George I. in 1715 for 6,000 guineas and presented to the University of Cambridge.

**BAGFORD, John** (c. 1650-1716), forsook the occupation of a shoemaker to become a book collector on commission. On the Continent he bought largely for Robert Harley, Sir Hans Sloane and John Moore. He also formed for himself two large collections: one consisting of ballads, now known as the "Bagford Ballads"; the other being a vast collection of leaves from manuscripts, title-pages and fragments of printed books. The latter he intended to use as the basis for a history of printing, but his object was never attained. The manuscript collections were purchased by Robert Harley, and now form part of the Harleian manuscripts in the British Museum.

**SUNDERLAND, Charles Spencer, 3rd Earl** (1674-1722), was one of the most noted collectors of the eighteenth century. He possessed a fine library at his town house in Piccadilly. At his death the library contained about 20,000 printed books and some choice manuscripts. The library was removed to Blenheim in 1749, where it remained until the sale of 1881-83.

**BRIDGES, John** (1666-1724), described by Dibdin as a "notorious book collector," possessed a library of over 4,000 printed books and manuscripts in various languages, rich in classics and history, and especially the history and antiquities of Great Britain and Ireland. The library was sold by auction in 1726, and the amounts paid were so high that Wanley suspected there was a conspiracy to run up the prices.

HARLEY, Robert, 1st Earl of Oxford (1661-1724), was the greatest book collector of his time. His library, which included the manuscript collections of Foxe, Stow and D'Ewes, was especially rich in early printed books—particularly the Greek and Latin classics and works from the presses of Caxton, Wynkyn de Worde, Pynson and other early English printers. In the library there were also a large collection of Bibles, works relating to English history, early English poetry and romances. His books were handsomely bound, mostly in red morocco, showing the pine-apple device. His son, Earl Edward (1689-1741), greatly increased the library, and at his death it numbered some 50,000 vols., exclusive of a large collection of manuscripts and pamphlets. The printed books were purchased by Thomas Osborne, the bookseller, for about £13,000, who had a catalogue of them prepared in four vols., now known as the *Bibliotheca Harleiana*. The manuscripts were purchased by Parliament in 1753, for £10,000, and deposited in the British Museum.

RAWLINSON, Thomas (1681-1725), may be called, said Dibdin, "the Leviathan of book collectors during nearly the first thirty years of the eighteenth century." He travelled in England and the Low Countries collecting books, manuscripts and pictures. Old and beautiful editions of the classics, and whatever related directly or indirectly to English history were his especially strong points. He left the largest library that had been collected up to his time. The printed books were sold in portions during the years 1721-34. His manuscripts are in the Bodleian Library.

HEARNE, Thomas (1678-1735), an eminent antiquary and sometime second keeper of the Bodleian Library, formed a good collection of manuscripts and printed books. Dr. Richard Rawlinson acquired by purchase the manuscripts and afterwards bequeathed them to the Bodleian Library. The printed books were sold by Thomas Osborne, the bookseller, in 1736.

SLOANE, Sir Hans (1660-1753), sometime President of the Royal College of Physicians, amassed a valuable and extensive library, which he bequeathed with his natural history collection and collections of antiquities to the nation on condition that £20,000—about one-quarter of their value—should be paid to his heirs. This bequest formed the nucleus of the British Museum. The printed books number 50,000. The valuable manuscripts, numbering 4,100, are chiefly scientific, of the sixteenth and seventeenth centuries, and include letters and notes by most of the eminent physicians of this period; they are one of the main sources of medical history in England.

MEAD, Richard (1673-1754), a celebrated physician and book collector, formed a library of printed books and rare and valuable manuscripts; the printed books are usually stated to have numbered some 10,000 vols., but Wheatley believes there were about 30,000 vols. Dr. Mead specialised in medical works and early editions of the classics. After his death his books were sold by auction in 1754-55. The sale of this library is notable as being the first really renowned sale that took place in England.

RAWLINSON, Richard (1690-1755), was a topographer and, like his elder brother Thomas, an ardent collector of manuscripts and books. His library was especially rich in history in all its branches, heraldry and genealogy, biography and topography. He bequeathed all his manuscripts, numbering over 4,800, to the Bodleian Library (among them collections for a continuation of Wood's *Athena*) and a selection of over 1,800 printed books. The remainder of his printed books, with the exception of a few which he bequeathed to St. John's College, Oxford, was sold by auction in 1756-57.

WEST, James (c. 1704-1772), sometime President of the Royal Society, has been described by Dibdin as "a non-pareil collector." He collected a large and valuable library of manuscripts, rare books, prints and drawings. His collection of printed books was exceedingly rich in books from the presses of the early English printers, more especially from the presses of Caxton, Lettou, Machlinia and Wynkyn de Worde. His exceptionally interesting and valuable manuscripts were sold to the Earl of Shelburne and are now in the British Museum. The printed books were sold by auction in 1773. Richard Gough purchased a number of the more valuable books, many of which he bequeathed to the Bodleian Library.

ASKEW, Anthony (1722-1774), a classical scholar and physician, made extensive travels on the Continent, purchasing there a large number of books and manuscripts. His library, numbering about 7,000 vols., largely consisted of the Greek and Latin classics, many of which were rare editions or large paper copies. It was his ambition to have every edition of a Greek author. The sale of his library in 1775 was one of the finest sales of the eighteenth century.

ZALUSKI, Joseph Andrew (1701-1774), in conjunction with his brother Andrew Stanislas, formed a library which in 1748 amounted to 230,000 vols., and was opened to the public at Warsaw in the same year. His library was especially rich in Polish literature and in the materials of Polish history. In 1795 his magnificent collection, then numbering 262,640 vols., was seized by the Russian Government and carried to St. Petersburg, where it formed the nucleus of the Imperial Library.

RATCLIFFE, John (d. 1776), kept a Chandler's shop in Southwark and became an ardent book collector. He has been described as one of those "black-letter dogs." His library was exceedingly rich in works from the presses of the early English printers, especially Caxton, of whose books he possessed forty-eight. It is said that his library contained the essence of poetry, romance and history. The collection was sold after his death by Christie in 1776.

BEAUCLERK, Topham (1739-1780), possessed a library of over 30,000 vols., rich in works relating to natural history, voyages and travels, English antiquities and history, and English and French plays. The library was sold by auction in 1781.

WILLETT, Ralph (1719-1795), was the collector of the famous Merly Library. He formed a valuable collection of early printed books, fine specimens of block-printing, prints, drawings and pictures. He possessed a number of large paper copies of books and books printed on vellum. His library was sold by auction in 1813 for £13,508.

WALPOLE, Horace, 4th Earl of Orford (1717-1797), settled in 1747 at the villa of Strawberry Hill, Twickenham, which he gradually converted into "a little Gothic castle." Here he collected prints, pictures, books and other objects of *vertu*, and established a private printing-press. His library of printed books, manuscripts and prints, numbering some 15,000 vols., was sold in 1842 for £7,740.

CRACHERODE, C. M., Rev. (1730-1799), amassed a library of 4,500 vols., exceedingly rich in choice copies of rare and early editions of the classics. Many of the books are in historical bindings and the collection contains eighteen fine examples from Grolier's library. The entire collection is in the British Museum, he having bequeathed it to the nation.

ROXBURGHE, John Ker, 3rd Duke (1740-1804), formed a splendid library, particularly rich in choice editions of the French romances and the works of the English dramatists of the reigns of Elizabeth and James I. It also comprised a number of books from the presses of the early English printers, including a galaxy of Caxtons, the famous edition of Boccaccio's *Decameron* printed by Valdarfer (which fetched £2,260), and the first, second and third Shakespeare folios. The library was sold in 1812 for £23,397. In commemoration of this sale the Roxburghe Club was formed.

LANSDOWNE, Sir William Petty, 1st Marquis (1737-1805), better known as Lord Shelburne, possessed a library chiefly notable for its invaluable manuscripts, although it also contained a goodly collection of printed books, maps, charts and prints. Among the printed books, which were sold in 1806, was an extremely rare collection of tracts, documents and pamphlets relating to the French revolution in more than 280 vols. The Marquis's collection of manuscripts consists of State papers and other material for English history and includes the original State papers of Lord Burghley, the correspondence of Sir Julius Cæsar, the collection of Bishop Kennett, and the papers of Sir Paul Rycaut. The manuscripts were catalogued for sale in 1807, but they were purchased by the Government for the British Museum for £6,000.

GOUGH, Richard (1735-1809), antiquary and author, brought together an extensive library of topographical works of over 3,700 vols. He also possessed a number of books on northern archæology and a fine collection of maps, prints and drawings. An important portion of his library was bequeathed to the Bodleian Library and his executors sold the remainder in 1810.

TOWNELEY, John (1731-1813), brought together a good library, chiefly notable for its numerous examples of rare and fine books from the presses of the early English printers. The books printed by Pynson



and Wynkyn de Worde were especially well represented. After Towneley's death his books were sold during the years 1814-17.

THOROLD, Sir John (1734-1815), in conjunction with his son, Sir John Hayford Thorold, accumulated a magnificent library at Syston Park. It was exceedingly rich in the first editions of the Greek and Latin classics, some of which were printed on vellum. Among its treasures were one of the earliest block books (the *Apocalypse*) and some of the rarest incunabula. The library was sold by auction in 1884 for £28,000.

WODHULL, Michael (1740-1816), was a collector of rare and curious books, of whom Dibdin said "a better informed or more finished bibliographer existed not either in France or England." His valuable library consisted mainly of first editions of the Greek and Latin classics and rare specimens of incunabula. Many of the books were bound by Roger Payne and others had historical or fine bindings. A portion of his books, chiefly duplicates, was sold in 1801 and 1803. The remainder of the library was sold in 1886.

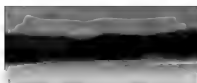
BINDLEY, James (1737-1818), succeeded in collecting a large and valuable library, notable for the rare books it contained. It was especially rich in works of early English literature, chiefly of those of the time of Elizabeth and James I. The library also included a large number of fugitive pieces collected by Narcissus Luttrell, consisting of ballads, satires, elegies, etc. The library was sold after Bindley's death during the years 1818-21.

BANKS, Sir Joseph (1744-1820), bequeathed to the British Museum a library comprising a unique collection of works on natural history and an exceedingly rich collection of journals and other publications of learned societies. Sir Joseph also acquired a collection of Icelandic manuscripts and printed books, including the library of Halfdan Einarsson, which he presented to the British Museum during his lifetime.

GEORGE III., King of England (1738-1820), collected a valuable library, which was given to the nation by his son. The nucleus was formed by the purchase in 1762 of Joseph Smith's library. The library is eminently rich in bibliographical rarities, and includes a fine collection of maps and topographical prints and drawings and a number of manuscripts.

SYKES, Sir Mark Masterman (1771-1823), collected a magnificent library, which was one of the finest private collections in England. It was particularly rich in first editions of the Greek and Latin classics, specimens of incunabula, and the literature of the reigns of Elizabeth and James I.; the collection also comprised a large number of prints and some choice and interesting manuscripts. The library was dispersed in 1824, when the collections were sold by auction.

DENT, John (c. 1750-1826), amassed a fine library of about 15,000 vols. The Greek and Latin classics and early English literature were exceedingly well represented, and there were also some choice manuscripts in the collection. The library was sold by auction in 1827.



**HULTHEM**, Charles J. E. van (d. 1832), accumulated a fine library, particularly rich in works relating to Belgian history. The collection, numbering 29,350 printed works in 63,000 vols. and 1,016 manuscripts, was purchased by the Belgian Government, in 1837, for £11,640, and formed an important part of the existing Bibliothèque Royale. There is a printed catalogue in six volumes compiled by Voisin.

**HEBER**, Richard (1773-1833), was somewhat of a bibliomaniac and travelled widely to collect printed books and manuscripts, spending on them about £100,000. He had large libraries at Oxford, Paris, Ghent, Brussels and Antwerp, and smaller collections at other places on the Continent; the aggregate number of volumes being about 146,000, exclusive of pamphlets. His collection was rich in choice works and was chiefly notable for the numerous works of the early English poets, the Greek and Latin classics, and Spanish, Italian, Portuguese and French books. The library also comprised a number of books printed in Mexico. It was sold by auction after his death during the years 1834-37.

**DOUCE**, Francis (1757-1834), at one time keeper of the manuscripts in the British Museum, formed a large and choice library of over 16,000 vols., which he bequeathed to the Bodleian Library, together with his manuscripts, prints and coins.

**SPENCER**, George John, 2nd Earl (1758-1834), amassed a splendid library at Althorp, which Renouard described as "the most beautiful and richest private library in Europe." It was especially rich in Bibles (including the famous Gutenberg and Bamberg Bibles) and the classics. Among its treasures were the celebrated St. Christopher print (1423) and fourteen block books. He acquired the whole of the libraries of Count Reviczky and the Duke of Cassano-Serra, the latter containing some very rare fifteenth century books. Dibdin has described this library in his *Bibliotheca Spenceriana*. In 1892 the Althorp library, which then contained about 41,500 vols., was purchased by Mrs. John Rylands for a sum said to have been about a quarter of a million pounds, and presented by her to the city of Manchester.

**HOARE**, Sir Richard Colt (1758-1838), amassed a most valuable library, especially famous for its collection of books on British topography. It was probably one of the finest libraries of its kind ever formed. For five years Sir Richard travelled on the Continent and acquired a large number of books relating to the local history and topography of Italy. The latter collection he presented to the British Museum, but the former was sold by auction in 1883.

**MARLBOROUGH**, George Spencer, 5th Duke (1766-1840), collected while he was Marquis of Blandford, one of the finest libraries in the kingdom. His library was particularly rich in missals, books of emblems, and Italian, Spanish and French romances of chivalry, poetry and facetiæ. It also contained numerous books printed by Caxton, Machlinia, Pynson, Wynkyn de Worde and other early English

printers. The library also possessed the famous Bedford *Book of Hours* (now in the British Museum) and Valdarfer's edition of Boccaccio's *Decameron* (for which he paid £2,260). The library was sold by auction in 1819.

BECKFORD, William (1759-1844), author of *Vathek*, spent a large fortune which he had inherited in collecting books, pictures, etc. His library was chiefly notable for its collection of handsome and historical bindings, including specimens from the libraries of Grolier, Maioli and De Thou. It contained a number of early printed books and rare works of voyages and travels. The library was sold by auction in 1882-83, realising over £70,000.

GRENVILLE, Thomas (1755-1846), for many years a trustee of the British Museum, formed a most valuable and important library, which he bequeathed to that institution. The collection forming the Grenville library consists of over 20,000 vols., and cost upwards of £54,000. It is especially valuable for the best and rarest editions of Homer, the editions of Æsop, the series of early editions of Ariosto's *Orlando*, the collection of voyages and travels, the works on Ireland, the Greek and Latin classics, and old Italian and Spanish literature.

MILLER, William Henry (1789-1848), brought together a superb collection of books at Britwell Court, Bucks, which he bequeathed to his relations. The library was unrivalled among private collections for its numerous choice examples of English and Scottish literature, and more particularly English poetry. It also comprised a number of books from the presses of the early English typographers, a fine collection of early English music, and the greater portion of the Heber ballads and broadsides. Many of the volumes are exquisite specimens of the work of Bedford, Riviere and other celebrated bookbinders.

HAMILTON, Alexander Douglas, 10th Duke (1767-1852), formed an interesting and valuable collection of manuscripts and a large and choice collection of printed books. The library was especially rich in Bibles and portions of the Scriptures, Missals, Breviaries and Books of Hours. By marriage he acquired the whole of William Beckford's splendid library. The manuscripts were purchased and divided between the Royal Museum and the Royal Library at Berlin; the printed books were sold in 1884.

PERKINS, Henry (1778-1855), collected at Springfield, Surrey, a grand library. The library was not a large one, but it contained many books of extreme rarity, including two copies of the celebrated Gutenberg Bible. The amount for which it was sold in 1873, viz., £26,000, was the largest sum ever realised for a library of equal extent. The library also contained a number of manuscripts, some of which were exquisitely illuminated.

DEVONSHIRE, William George Spencer Cavendish, 6th Duke (1790-1858). At Chatsworth House, Derbyshire, the Cavendish family had formed a library, but the library in its present form is due to the labours of the sixth duke. The library is very rich in early English

literature, choice and early editions of the Greek and Latin classics, early printed books—particularly those from the presses of Aldus, Caxton, and Wynkyn de Worde, many of which are in handsome and historical bindings. The library also contains numerous illuminated manuscripts and nearly a complete set of the county histories.

DANIEL, George (1789-1864), acquired an interesting and valuable library, which he housed at Islington. It was specially rich in old English literature, and was remarkable for its fine collections of Elizabethan black-letter ballads and the choice collection of Shakespeare folios and quartos. The library was sold by auction in 1864.

LIBRI-CARRUCCI, Guillaume, Count (1803-69), a mathematician and bibliographer, was born in Florence, but became naturalised as a French citizen and was appointed superintendent of the State libraries. He found means to collect a magnificent library for himself; but being accused of purloining valuable books and manuscripts from the public libraries, he fled to England. In his absence he was tried and condemned to ten years' imprisonment. His library was sold during the years 1859-64, realising £28,000.

PHILLIPPS, Sir Thomas (1792-1872), possessed a magnificent collection of some 60,000 European and Oriental manuscripts, including those collected by Lord Kingsborough relating to Mexico. Many of the manuscripts were beautifully illuminated. His collection was especially rich in old Welsh poetry and manuscripts illustrating English history. The library, which also contained a good collection of printed books, came into the possession of one of his daughters, who sold portions of it by private arrangement and by auction.

CORSER, Thomas, Rev. (1793-1876), collected a splendid library of unique and rare poetical and dramatic works of the earlier English writers. The library also comprised a large number of books of emblems, drolleries, jest-books, garlands, etc. It was sold by auction in eight parts during the years 1868-73. The library is described in *Collectanea Anglo-Poetica*.

ASHBURNHAM, Bertram, 4th Earl (1797-1878), amassed a library which was regarded at the time of his death as one of the most important in Great Britain. It was especially notable for its collection of nearly 4,000 manuscripts, which included the manuscripts of Count G. Libri and the Stowe manuscripts. The collection of printed books also formed a valuable part of the library, it being rich in incunabula. A special feature of the library were the numerous Bibles, Missals, Horæ, and other service books. The Stowe manuscripts were purchased by the Government for £45,000 and the printed books were sold by auction in 1897-98, realising over £62,000.

HUTH, Henry (1815-78), a merchant-banker and bibliophile, formed a library which was enlarged by his son Alfred Henry Huth and now ranks amongst the finest in England. He made a special collection of voyages and travels, which is believed to be the richest private one in Europe; he also specialised in Shakespeariana, early

English literature, and early Spanish and German books. The library also comprises several block books and is particularly rich in incunabula, English and foreign. A catalogue in five volumes was compiled by F. S. Ellis and W. C. Hazlitt.

LAING, David (1793-1878), an eminent Scottish antiquary, formed a very large and splendid library, especially rich in books illustrative of the history and literature of Scotland. He bequeathed his manuscripts to the University of Edinburgh, but the remainder of his library was sold by auction during the years 1879-81.

CRAWFORD, Alexander William, 25th Earl (1812-80), inherited from his father, Earl Alexander, about 3,000 books (which Earl Alexander had acquired by marriage), and these formed the nucleus of the magnificent library that now exists at Haigh Hall. In 1887 and 1889 some valuable collections were sold, realising over £26,000; the work, however, was again renewed, and has since been augmented by the present Earl Crawford. The library contains over 100,000 printed books and 6,000 manuscripts, including among the latter papyri, numerous Oriental and Occidental manuscripts, and collections of French and English autograph letters. The library also comprises a large number of incunabula, especially those printed in Rome and Venice; books in the languages of North and South America; books printed in Aberdeen from 1622-1736; and newspapers and periodicals issued during the various French revolutions. A special feature of the library is the immense and unique collections of broadside ballads, broadside proclamations, and a long series of Papal bulls.

FOXWELL, Herbert Somerton (1849- ), who is now professor of political economy at University College, London, devoted a great part of his life to the collection of a library of economic literature, and formed perhaps the finest private library in Europe of works on social and political economy. The library includes over 30,000 books and tracts, many of great rarity. It was acquired by the Goldsmiths' Company in 1901 and presented by them to the University of London in 1903.

#### INDEX.

- |   |   |
|---|---|
| Ashburnham, Bertram, Earl of (1797-1878).       | Burghley, William Cecil, Lord (1520-1598).          |
| Ashmole, Elias (1617-1692).                     | Bury, Richard de. <i>See</i> Richard de Bury.       |
| Askew, Anthony (1722-1774).                     | Canevari, Demetrio (1559-1625).                     |
| Bagford, John (c. 1650-1716).                   | Catherine de' Medici (1519-1589).                   |
| Banks, Sir Joseph (1744-1820).                  | Cavendish, W. G. S. <i>See</i> Devonshire, Duke of. |
| Beauchamp, Guy de. <i>See</i> Warwick, Earl of. | Cecil, William. <i>See</i> Burghley, Lord.          |
| Beauclerk, Topham (1739-1780).                  | Charlemagne (742-814).                              |
| Beckford, William (1759-1844).                  | Charles V. [France] (1337-1380).                    |
| Benedict Biscop (c. 628-690).                   | Colbert, Jean Baptiste (1619-1683).                 |
| Bessarion, Cardinal (1395-1472).                | Corser, Thomas (1793-1876).                         |
| Bodley, Sir Thomas (1545-1613).                 | Corvinus, Matthias (1443-1490).                     |
| Borromeo, Federigo (1564-1631).                 | Cosmo de' Medici. <i>See</i> Medici, Cosmo de'.     |
| Bracciolini. <i>See</i> Poggio Bracciolini.     | Cotton, Sir Robert Bruce (1571-1631).               |
| Bridges, John (1666-1724).                      |   |
| Bindley, James (1737-1818).                     |   |

- Cracherode, C. M. (1730-1799).  
 Crawford, Alexander William Lindsay, Earl of (1812-1880).  
 Daniel, George (1789-1864).  
 Dent, John (c. 1750-1826).  
 Devonshire, William G. S. Cavendish, Duke of (1790-1858).  
 Diane de Poitiers (1499-1566).  
 Digby, Sir Kenelm (1603-1665).  
 Douce, Francis (1757-1834).  
 Douglas, Alexander Hamilton. *See* Hamilton, Duke of.  
 Fisher, John (1459-1535).  
 Foxwell, Herbert Somerton (1849- ).  
 Francis I. (1515-1547).  
 George III. (1738-1820).  
 Gloucester, Humphrey, Duke of (1391-1447).  
 Gough, Richard (1735-1809).  
 Grenville, Thomas (1755-1846).  
 Grolier, Jean (1479-1565).  
 Hamilton, Alexander Douglas, Duke of (1767-1852).  
 Harley, Robert (1661-1724).  
 Hearne, Thomas (1678-1735).  
 Heber, Richard (1773-1833).  
 Henry II. [France] (1519-1559).  
 Henry III. [France] (1551-1589).  
 Hoare, Sir Richard Colt (1758-1838).  
 Hulthem, C. J. E. van (d. 1832).  
 Humphrey, Duke of Gloucester. *See* Gloucester, Duke of.  
 Huth, Henry (1815-1878).  
 Ker, John. *See* Roxburghe, Duke of.  
 La Gruthuyse, Louis de (d. 1492).  
 Laing, David (1793-1878).  
 Lansdowne, Sir William Petty, Marquis of (1737-1805).  
 Laud, William (1573-1645).  
 Libri-Carrucci, Guillaume (1803-1869).  
 Lindsay, Alexander William. *See* Crawford, Earl of.  
 Lorenzo de' Medici. *See* Medici, Lorenzo de'.  
 Lumley, John, Lord (c. 1534-1609).  
 Magliabecchi, Antonio (c. 1633-1714).  
 Maioli, Tomasso (1500-1549).  
 Marguerite de Valois (1553-1615).  
 Marlborough, George Spencer, Duke of (1766-1840).  
 Matthias Corvinus. *See* Corvinus.  
 Mazarin, Cardinal (1602-1661).  
 Mead, Richard (1673-1754).  
 Medici, Catherine de'. *See* Catherine de' Medici.  
 Medici, Cosmo de' (1389-1464).  
 Medici, Lorenzo de' (1448-1492).  
 Miller, William Henry (1789-1848).  
 Moore, John (1646-1714).  
 Naude, Gabriel (1600-1653).  
 Niccoli, Niccolo (1364-1423).  
 Nicholas V., Pope (1398, 1455).  
 Orsini, Fulvio (1529-1600).  
 Pamphilus, St. (c. 245-309).  
 Parker, Matthew (1504-1575).  
 Peiresc, Nicolas Fabri de (1580-1637).  
 Pepys, Samuel (1633-1703).  
 Perkins, Henry (1778-1855).  
 Petrarch, Francesco (1304-1374).  
 Petty, Sir William. *See* Lansdowne Marquis of.  
 Philippe le Bon (1396-1467).  
 Philipps, Sir Thomas (1792-1872).  
 Pinelli, Gian Vincenzio (1538-1601).  
 Poggio Bracciolini (1380-1459).  
 Ratcliffe, John (d. 1776).  
 Rawlinson, Richard (1690-1755).  
 Rawlinson, Thomas (1681-1725).  
 Richard de Bury (1281-1345).  
 Roxburghe, John Ker, Duke of (1740-1804).  
 Selden, John (1584-1654).  
 Sloane, Sir Hans (1660-1753).  
 Smith, Richard (1590-1675).  
 Spencer, Charles. *See* Sunderland, Earl of.  
 Spencer, George. *See* Marlborough, Duke of.  
 Spencer, George John, Earl (1758-1834).  
 Sunderland, Charles Spencer, Earl of (1674-1722).  
 Sykes, Sir Mark Masterman (1771-1823).  
 Thomason, George (d. 1666).  
 Thorold, Sir John (1734-1815).  
 Thou, Jacques Auguste de (1553-1617).  
 Towneley, John (1731-1813).  
 Urbino, Federigo d', Duke (d. 1482).  
 Usher, James (1581-1656).  
 Walpole, Horace (1717-1797).  
 Warwick, Guy de Beauchamp, Earl.  
 West, James (c. 1704-1772). [of (d. 1315).]  
 Willett, Ralph (1719-1795).  
 Wodhull, Michael (1740-1816).  
 Zaluski, Joseph Andrew (1701-1774).

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ditions under which many assistants have to toil, they ought not to be expected to be on duty more than seven or eight hours a day, or an average of forty to forty-four per week.

The best method of arranging a staff time-sheet on these principles is to divide the number of hours the library is open into three sections, allowing one-third of the staff to be on leave at one time. This would give two mornings, two afternoons, and two evenings off duty to each member of the staff every week. To studious assistants morning and afternoon leave ought to be valuable, as it undoubtedly affords better opportunities for study than during the evening when there are so many other attractions.

A simple time-sheet drawn up on this principle is shown in diagram 1.

In working a time-sheet of this description, two-thirds of the staff would always be on duty, with the exception of the first and last hours of each day, when so many assistants would not be required.

A more elaborate rotatory time-sheet suitable for larger libraries is shown in diagram 2. It allows every member of the staff three afternoons, two mornings and two evenings off duty each week, the total hours on duty amounting to forty-four per week. Each time would be worked in rotation. A could work No. 1 time on Monday, No. 2 time on Tuesday and so on through the week; on the following Monday A might start with No. 2 time and finish with No. 1 time on Saturday. The same method of procedure would apply to the whole staff, so that the several times would be in operation each day.

|             |     | AM | 9 | 10 | 11 | 12 PM | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|-------------|-----|----|---|----|----|-------|---|---|---|---|---|---|---|---|---|----|
| Assistant A | I   |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |
| " B         | II  |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |
| " C         | III |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |
| " D         | IV  |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |
| " E         | V   |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |
| " F         | VI  |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |
| No II       |     |    |   |    |    |       |   |   |   |   |   |   |   |   |   |    |

DIAGRAM

Fixed and special times would be avoided, by that means allowing each assistant to participate in the several different duties, therefore becoming familiar with the whole of library routine work. Janitors' times must be treated separately owing to the special duties they have to perform.



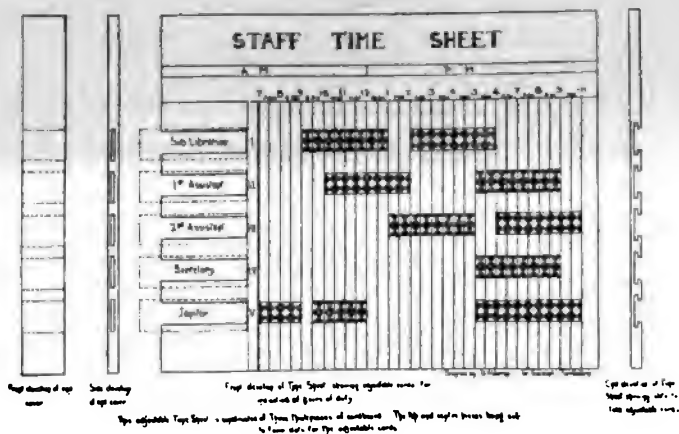
Separate time-sheets for the winter and summer months are in operation in some libraries, thereby giving the staff the benefit of shorter hours during the slack months of the year. This luxury, however, can only be enjoyed in well-staffed libraries.

Little can be said about annual holidays as most library authorities recognise the needs of their staffs in this respect. Librarians are generally allowed from two weeks to a month, sub-librarians from two to three weeks, senior assistants two weeks and junior assistants one week's vacation every year.

The Library Supply Co. some time ago introduced specially ruled cards on which librarians could record the times of attendance of the staff for the day or week. An illustration of the card appears on page 233 in the first volume of the *Library World*.

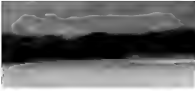
An adjustable staff time-sheet should be displayed in the librarian's office and staff counter showing the duties of each assistant for the day. A time-sheet as illustrated in diagram 3 is in use here, and can be easily made with cardboard and paste during spare moments. Only the assistants' names are movable, not the hours of duty marked on the sheet.

Diagram III



No set rules for the compiling of time-sheets can be laid down as every library has its own special requirements. The following points, however, merit attention.

- (1) Assistants should not be expected to be on duty more than eight hours a day.
- (2) Duties as a rule should not be of more than four hours' duration.
- (3) Customary meal times should as far as possible be observed.



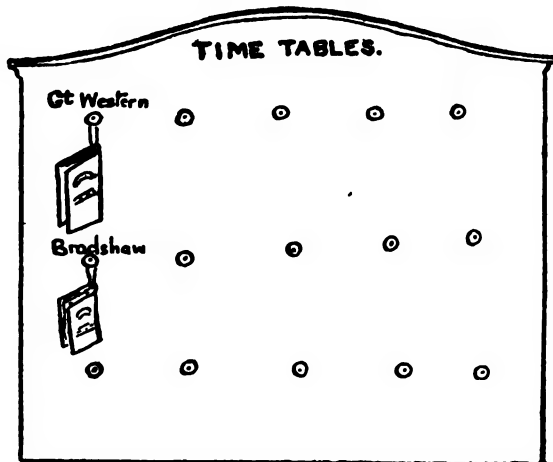
- (4) Duties should be of equal length of time, in order to facilitate exchanges between the staff.
- (5) Unnecessary overlapping of duties should be avoided.
- (6) Annual vacations and other holidays should be considered.

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ERNEST SEYMOUR MARTIN, *Twickenham.*

**26. Directories and Time-tables.** Directories, time-tables and similar books, being in great request, and practically used every minute or two, should be placed in such a position in the building that would allow of quick and easy access by the public. In some libraries, directories are kept in the reference library, but this method is not one of the best, as such books being in constant demand, occasion a lot of unnecessary traffic and noise in the reference library, which ought to be kept strictly quiet and orderly for persons consulting and studying. The better way is to provide shelving for directories and works of similar nature, in the lobby just inside the entrance doors to the library, if there



is room without interfering in any way with the passage way of the public. The shelving may be either fixed against the wall or made in the form of an enlarged revolving book-case, the first being preferable.

The directories, if possible, should be arranged and kept in some sort of order. For instance, county directories might be arranged alphabetically, and others according to the various towns or districts they represent, and if any foreign directories are kept, according to the name of the country. Regarding time-tables, in some cases they are hung around the entrance lobby, but better still is to provide a large board in which are screwed little brass hooks, with the titles of the time-tables painted over them in alphabetical order, and each time-table is then hung on its own hook, as in the illustration. This is a compact method and a person wishing to consult a time-table can easily find the one he is in quest of. Small handbills, etc., might be totally ignored, as they give a place a very untidy appearance.

J. S. WALDRON, *Plymouth.*



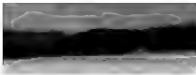
## GREAT CENTRAL RAILWAY. CHRISTMAS PARCELS ARRANGEMENTS.

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THE complete provision made by the great Railway Companies nowadays for the rapid conveyance of Christmas parcels and hampers is in striking contrast to the old-time methods, and the Great Central Railway Company are to the front in catering for the needs of the public at Christmas time, having made complete arrangements for the collection, quick transit, and prompt delivery of Christmas packages in all the chief towns on their system. Frequent collections of parcels will be made at the Receiving Offices in London and the large centres, and the traffic will be despatched by the first available train after receipt. Special trains will be run, and through vans attached to the principal Express and Mail Trains to accommodate the traffic. Reduced through rates are now in operation, and the minimum weights formerly charged on packages of perishables at owner's risk have been abolished, and the charges are now computed at actual weight. The rates for parcels carried short distances are lower than those by Parcels Post, and in the case of longer distances the rates for parcels beyond 1 lb. by Parcels Post are not exceeded. A duplicate label should be enclosed in each package, so that the name of the consignee may be ascertained in the event of the outside address becoming detached or defaced. A van will be sent to collect anything you wish to despatch on ringing up Parcels Superintendent, Marylebone Station, No. 584 Paddington. (*Advt.*)

### WANTED.

NUMBERS 1 to 12 of *Library World*, also No. 43. State price, post paid, to Mr. F. Peplow, Public Library, Deptford.



## THE REGISTRATION OF LIBRARIANS.

o o o

*By W. GEO. CHAMBERS, Plumstead Public Library.*

THE attention which has lately been given to the subject of registration may well be taken as indicative of a growing desire for it, and no one who has closely followed the growing importance of libraries in the educational life of the country, and the consequent impetus given to the craft of librarianship, can have doubted that ere many years had passed it would be necessary to establish a professional register as other professional and trade bodies have done.

The great importance now attached to technical training, and the increasing number of assistants who sit for the L.A. Examinations, must impel action, and a register of librarians is a natural corollary—in fact without it the former is incomplete and inadequate.

The writer of a recent "Current View" in the *L. A. Record* asks if there is "any room or any need for a professional society of librarians." One would scarcely have thought it necessary to ask such a question, and although the writer answers it himself in the affirmative, it may be desirable to support that affirmation, as only by the formation of such a society is the establishment and maintenance of a professional register possible. Neither the L.A.A. nor the S.P.L. (the only professional societies) are sufficiently representative to be entrusted with its keeping, and therefore the first step towards registration must be the formation, on a broad basis, of a professional society or Institute.

That librarians are anxious to get a register started is evident from the appointment of a special committee to consider the proposal to form an institute of librarians, one of the objects of which will be the establishment and maintenance of a register. The formation of this committee is, I believe, the outcome of a special meeting of librarians held in Glasgow during Conference week, and may therefore be supposed to represent the general feeling in the library world. But registration is a matter affecting assistants far more than librarians, and the question may well be asked, what do assistants think about it? To mention that the L.A.A. appointed a special sub-committee (of which this writer was chairman) some months ago, to consider how registration could best be secured, is sufficient answer to the question, but it is to be hoped that an amalgamation of forces may be possible between the special committee of LIBRARIANS now considering the subject and the L.A.A., rather than risk the possibility of dissension when once the register is formed. It should not be an insurmountable difficulty to add by co-optation, if necessary, a number of representative assistants to this committee of librarians.

The first step towards registration must be the formation of a PROFESSIONAL society, which when formed should be registered

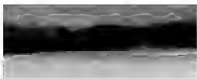
under the Companies Acts, in a similar manner to the Sanitary Inspectors' Association, and other bodies. In the articles of association a clause must be included providing for the establishment of a professional register, which register will be the membership roll of the society, and in the bye-laws the conditions of membership must be fully set out. The easiest way to form this society will be to call a general meeting of library officials, at which a resolution should be submitted forming it, and if passed a further resolution appointing a representative committee of librarians and assistants. This will float our barque, but unless great care is exercised it may come to grief in navigating the narrow channel between the Scylla of too easy admission to membership and the Charybdis of too exclusive admission. There can be no doubt, unfortunately, that all librarians in practice at the time of the establishment of the register must be included, if they apply for admission. I say, unfortunately, because the advent of the latest freak in library affairs—the Brobdignagian Library in the Lilliputian town—has introduced into librarianship a large number of untrained men who, through no fault of their own, are anything but a credit to our craft. Well then, the original register will consist of

- (a) All librarians practising as such at the date of the foundation of the register.
- (b) All persons possessing the L.A. diploma, and
- (c) All assistants who fulfil certain pre-determined conditions.

A and B are quite clear, but around C some differences of opinion are sure to centre. It is suggested that the qualifications for admission under this clause should be as follows:—

1. Assistants over thirty years of age, with not less than ten years' approved experience.
2. Assistants under thirty but over twenty-five, with not less than three years' approved training, who hold at least four certificates of the L.A.

It would be necessary to fix a time during which claims for admission to the original register would be considered, say six or twelve months, after which admission should only be by examination. Too much importance cannot be attached to the desirability, once the original register is closed, of only registering those men (and women) who are competent to occupy positions as chief librarians with credit to the craft; and false sentimentalism must not set the standard of admission too low. No candidate should be admitted to membership of the society (after the original register is closed) until he possesses the four technical certificates of the L.A., showing he has passed at least with merit, or all six certificates if only 3rd class ones. We attach considerable importance to this, after studying the pass list of recent L.A. Examinations, and we believe it would be a great mistake to register men with less qualification. However the foregoing are only suggestions thrown out for the consideration of those who will have to deal with the question later on. Much mature deliberation will be required in drawing up the articles of association and the bye-laws of the



proposed institute, and these details of registration will not be the least important. May we hope that in the near future the special committee now considering the question, with the co-operation of the L.A.A., will have brought the matter to a successful issue, and that we shall be in at least as good a position professionally, as, shall I say, plumbers.



### MY OPINION OF "OPEN ACCESS."

By H. TAPLEY-SOPER, F.R. HIST. R., *City Librarian, Exeter.*

c o o

THE pros and cons of the different systems of library administration continue to exercise the minds of each generation of librarians in turn. Librarians of the present day may be divided into three categories :—(a) The old school, which is still of opinion that a library exists only for the librarian and a few old fogies of the same tastes and channels of thought as himself. (b) The middle school, which regards a library as an almost sacred trust to which everyone is entitled to admission, providing he can penetrate the great barrier with which it is surrounded in the form of Rules and Regulations, and (c) The modern or "free and easy" school as it has been termed. The first-mentioned class consists of old and benevolent creatures generally total strangers to business methods, who devour each and every tome that is added to the library over which they preside. In time they become veritable encyclopædias, as far as their own collection is concerned, and are considered to be indispensable. In a way they are, because their lack of method makes it impossible for another person to ascertain the contents of the library, or if, by chance, they happen to be successful in this direction, they fail to discover the location of what they know to be there. Everything depends on the retentive memory of the chief custodian. The next class, which principally consists of middle-aged men brought up on the early methods evolved by the 1852 Act, disdain memory methods because not having lived as long as those belonging to the older school they have to depend to some extent on the assistance which those around them are able to render. Instead of becoming the slaves of memory, by force of circumstances, they degenerate into slaves of method. Everything must be governed by Rules and Regulations or precedents. Stagnation results as in the former case—perhaps of a more elaborate and ornate character, but, nevertheless, stagnation. It must, however, have been noticed that during the past few years old customs have to some extent been disregarded. As generation succeeds generation the accretions of previous ages are cast aside with greater readiness and less regret. The consequence is that the gulf which separates the modern school from the middle is much wider than that

which divides the old from the middle school. Hence the natural result—much dissension, some discussion, and, unfortunately, a little acrimony. The modern school has sprung into being too rapidly to be appreciated. The strides which it has made have been unprecedented in the library world, and its methods and suggestions have been regarded by the older members of the profession with distrust. But like many a former innovation, it has come to stay and has established for itself a firm footing. The changes wrought have been many and drastic, too many to mention in detail and too drastic to allow the fancy to dwell upon. Some have been submitted to quietly, "taken lying down" as it were, others have created much heartburning, but all live. It has been said that the modern school has no respect for order or method. This is not so; it possesses the greatest veneration for "necessary" order, and pays considerable attention to detail when its use is desirable.

But it is antagonistic to unnecessary restrictions, and red tape it abhors. Its object is to make the library a real live workshop, to which everyone can gain admission with the greatest possible ease. It was with this object in view that it welcomed the introduction of "open access," and with the same object I comply with the editor's request for my views upon this question, which has proved the *casus belli* waged against the more progressive librarians. My early training was gained in a very excellent London "indicator" library where I spent just over ten years. In the meantime I had gained some knowledge of methods other than our own. I had learnt the defects of our method as well as its exactitude, and I came to the conclusion that it was not the best for the public. It may have been the most exact, but it certainly was not the most educational, and as I regarded the primary object of a library to be educational, I decided that, as soon as the opportunity occurred, I would try "open access," a system which I had carefully studied in the few libraries where it was in use. Consequently when I was offered my present appointment, I gladly accepted it as I knew I should at last be able to put into practice a system which I had so long regarded as an improvement in library economy. I have just completed four years' practical experience of the control of an open access library, and can without hesitation say that the system has in every way come up to my expectations, and proved that its merits, both for lending and reference libraries, place it well in advance of any other system with which I am acquainted.

During the first twelve months after my appointment, I continued to work the library on an antiquated indicator system, which I found in use. At the end of this period the necessary preparations had been made for the introduction of open access, and since that date the annual issue is more than double whilst the percentage of fiction has been reduced. The losses have averaged six books per year, about the same as indicator libraries. These may have been deliberately stolen or lost in other ways, which it is as impossible to decide in an open access library as it is in an indicator library. The arguments made against open access by those who have had no actual experience of its use, and a few others who for reasons patent to the profession are prejudiced



against it, are too well known to need repetition. I have found that all the difficulties which it is alleged arise are merely associated with matters of detail or administration, naturally foreign to the indicator system, and which can be easily overcome by the application of a little common sense and the employment of ordinary business methods. In fact in most cases the change causes no difficulties at all, but merely means doing old work in a new way. So much for the disadvantages. Regarding the advantages I would first of all quote as a testimony the gradual advance of its popularity amongst committees and librarians, and the steady increase of the number of libraries which have adopted it. Many librarians who a few years ago were its most severe critics and bitter opponents have recently expressed themselves prepared to give it a trial if local circumstances permitted. A case of reversion, after it has once been tried, is as rare as the discovery of an auk's egg or the inability of a body of experts to find a professional subject about which to wrangle. There are two reasons which place open access above all other systems which have been practised. The first is its educational value, and the second its simplicity. I might add, as a third, the satisfaction which it gives to the public, and especially that section which has experienced the disappointments and waste of time so characteristic of the indicator system. That there is yet room for improvement in the mechanical aids which have been invented in connection with its working must be felt by all who speak from experience. But this is a matter which will be rectified by the process of time and experiment, in the same way as the perfect indicator was evolved, and as we hope for the discovery of a perfect binding at a reasonable cost.

I am convinced that the open access system will as completely supersede the indicators as the latter superseded the old ledger system, or as surely as exact classification is succeeding the old makeshift known as the ten main divisions still so dear to conservative librarians of the old school.





## THE CO-ORDINATION OF THE VARIOUS DEPARTMENTS OF AN OPEN ACCESS LIBRARY.

By WILLIAM MCGILL, *Islington Public Libraries.*

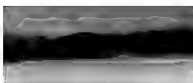
o o o

A GOOD deal of useful work can be done in linking up the information contained in the various departments of a library and making one department supplementary or complementary to the other. Take the case of the magazine room, for instance. Here is assembled the very latest information on mostly all subjects, for example, on engineering, electricity, mining, etc., subjects which are continually changing owing to new discoveries and inventions. Supposing a reader goes into a library and wants something on a recent discovery in medical, electrical, engineering, or any science, the chances are that nothing has been published in book form so far on the subject desired and the borrower may go away disappointed. Now, if a block had been on the shelf stating that such and such a magazine which deals with the subject wanted—or with subjects closely allied to it—could be consulted in the reading room, and also that back numbers or bound volumes could be had on application, the consultation of some of these would probably have given the enquirer all the information wanted.

Regarding the blocks, these can be made of white wood or plain deal—7" × 5" × ½"—and the fore edge should be painted white so as to take the lettering. All that need be printed on the fore edge is the classification number and the name of the subject with which the magazine deals. The printing can be done with a sign set, and the illustration on p. 213 of Brown's *Manual of Library Economy*, shows the general appearance of such a block.

The label should be pasted on the right side of the block. Of course, it may be urged that a reference like this on a shelf is quite unnecessary, but it is often the sufficiently obvious that is forgotten or not thought about. These blocks would also be useful in drawing attention to the reference collection—a department frequently overlooked by the average lending library borrower.

A reader in a certain library, recently wanted to borrow a book on the spinal cord. Nothing on that subject was in the lending. He was referred to Quain's *Dictionary of Medicine*, and found nearly sixty pages in it, on that subject. The book was in the reference department, and he would never have thought of going there. Was it worth while having a reference from spinal cord to Quain on the shelf? Yes; I think so, especially as borrowers in an open access library do not always consult the catalogue.



It is astonishing the great ignorance that exists among the general public, and library assistants also, regarding the contents of quick-reference books. In many cases, especially in closed libraries these are handed out daily to readers by assistants who have not the slightest idea of the information contained in them. The writer remembers a case which may be taken as typical. A reader wished to know the address of an eminent literary man. The assistant got all the books in the library by this writer to see if the address were given at the ends of the various prefaces. This source failing, he tried the *London Directory*, and again failed, and after a few attempts he gave it up and told the reader that the desired information was not available. Yet this assistant had issued *Who's Who* hundreds of times, and was not aware of its contents. Another case came under my notice some time ago. A reader asked for the title of "*any book*" on the Niger Coast Protectorate, and the assistant got all the available numbers of the *Publishers' Circular* and commenced to look through them. A junior assistant noticing this advised him to try the *Statesman's Year Book*, which the other assistant, many years his senior, had not thought or known about. The junior had kept his eyes open when stamping the book.

The writer has often noticed that many frequenters of the reading room never think of using the lending department. This is probably because its usefulness is not sufficiently impressed on them. Some years ago at Port Sunlight the librarian there adopted the following plan which increased the usefulness of the library. Briefly it is this. Let us take, say the subject of photography. The titles of all or of a selection of the books in the library on photography and its branches are listed, fully described, and fastened inside the magazine covers of all the photographic journals taken in the reading room. This list is kept up to date, and, of course, everyone who looks at the magazine sees the list and the notice stating how to get the books, and a number of persons interested in photography joined the library for the sake of getting out the books on their favourite hobby or on their business. The same plan was adopted with all the technical magazines much to the satisfaction of the readers and the benefit of the library.

A writer in *The Library World* of last June suggested the utility of using labels inside the lending library books referring to books on the same subject shelved in the reference library. He states "... in a book belonging to the lending department a slip is inserted, on which is entered the names of works on the same subject contained in the reference library. The slip is fixed in front of chapter 1, where it is sure of being seen by the reader." This is an excellent idea and very useful too, but it scarcely goes far enough. Suppose you have only one book in the library on the subject of radium and you are fortunate enough to have several articles and references on radium fastened inside the book—which will certainly enhance the value of the library to a student. But suppose the book is out. Another reader comes for a book on radium, and all the available references are in the possession of the other reader, and may as well not be in existence, so

far as he is concerned. A block, similar to the one referred to above, bearing on the side all the necessary references, and on the outer edge the name and class mark of the subject, will be found much more permanent than slips stuck in books, and will always be available.

The references and articles in the library on radium could be written on the label, whether there was a book in the library on radium or no. The same block could in many cases serve for the references to periodicals mentioned above as well as to books.

The same thing could be done with almost every subject ; most of the essays in the library could be made available in this way, and even novels could be made to illustrate a subject. Why should a reader, who wants to read all he can get on Warren Hastings, not be referred to the place where volumes of Macaulay's Essays are shelved. In his Essays will be found his masterly Essay on Hastings, though the library may not have the Essay as a separate item. If the library has Burke's great speech at the impeachment of Hastings, this also should be given, with references to histories of India, and in fact anything should be shown which will show the full strength of the library on any subject.

Much useful information can be had from the lives of individuals—the life of Bessemer is a case in point. A reader once told me he got a lot of information on the subject of steel when reading the *Life of Bessemer*. Another testified to the greater interest he took in his work as a railway labourer after reading Neele's *Railway Reminiscences* / References to material of this nature may be made either by means of blocks, or, preferably, in the catalogue.

In conclusion there are many little points like these which could be easily developed, and which would tend to make the library become more and more useful. The whole question of linking up the library's resources by means of references such as those described resolves itself into a matter of discretion. Like dictionary cataloguing, it can easily be overdone ; but done systematically and with discretion, there can be no doubt as to its practicability and utility.



## CASH RECEIPTS AND PETTY CASH.

By ERNEST W. NEESHAM, *Public Library, Erdington.*

o o o

THERE are not many librarians—if any—who are their own accountants, this work generally being in the hands of the chief official of that name or the borough treasurer. A librarian's duties in this direction do not go beyond the control of library expenditure and attending to the cash receipts and keeping his or her petty cash account.

As with accession methods so with cash receipts ; many and varied are the methods employed in the Public Libraries of to-day. Probably many of them were first used when those institutions were first established, and never having been altered are now crude and immature. Whatever branch of the work we commence to write about, Mr. Jast's phrase "and there are many to-day of the past" rings in our ears.

The cash receipts of the average Public Library are made up as follows :—Fines for detention, tickets (where charged for), catalogues and damage. There are also sums received under other headings which local circumstances vary, but these can be well dealt with by having an "other sources" column in the cash receipts book.

Various libraries give different receipts for monies received, while no doubt there are a few that give no receipts at all, but simply enter it in a book at the time. Probably the two most common systems in use are (1) what I might name the "gala ticket" system, where rolls of tickets for various amounts are kept in a drawer behind the counter, and torn off as required. System 2 may be divided under two heads. Both of these consist of having a book with perforated receipts. They differ in one respect, and that is, whereas one system has a counterfoil which is filled up when the receipt is given, in the other the duplicate receipt is obtained by the carbon process, which is so common to most of us that it needs no explanation, and which is undoubtedly the best system, as the first-mentioned necessitates a double operation by having to fill in the counterfoil and is liable to error ; while the "gala ticket" method of rolls of tickets is not worth consideration.

I give below a copy of the receipts used here. These are made up in books of 1,000 receipts each, eight of these to the page making a volume of convenient size, viz.,  $10\frac{1}{2}$  by  $6\frac{3}{4}$  in. (outside cover), while the thickness is  $\frac{3}{4}$  in. It is advisable to have the receipts numbered consecutively throughout the library year. Should the amount for which the receipt is given be not for a fine, "detention of" is simply crossed out.

|                                    |
|------------------------------------|
| 2619                               |
| PUBLIC LIBRARY,<br>GAINSBOROUGH.   |
| Received from Borrower No.....     |
| the sum of.....d. for detention of |
| .....                              |
| ERNEST W. NEESHAM,<br>Librarian.   |
| .....190... Per.....               |

FIG. 1.—Receipt given to borrower.

|        |      |
|--------|------|
|        | 2619 |
| Fines  | 3/-  |
| Cards  | 6d.  |
| Cats.  | 1/-  |
| Damage | 3d.  |
|        | 4/9  |

FIG. 2.—Duplicate, with day's takings totalled thereon.

The duplicate is of course blank until the corresponding receipt has been used. The day's takings are made up on the last duplicate for the day, as shown. Care, however, must be taken, not to write these thereon in such a manner as to obscure the amount on the duplicate. Red ink should be used.

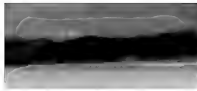
I now come to the cash receipts and petty cash book. In most libraries these are kept separate, but I intend to show here how this can be obviated and both accounts kept in one book. I herewith give the rulings, the actual size of the book being 15 in. by 10 in.

(Verso.)

### CASH RECEIPTS AND

| Date   | No. of<br>Last<br>Receipt | Fine | Cards | Catalogues | Damage | Other<br>Sources | Petty Cash<br>Treasurer | Total |
|--|---------------------------|------|-------|------------|--------|------------------|-------------------------|-------|
| May 1  |                           | 2    | 1     | 2          | 3      | 1                | 1                       | 7     |
| 2  |                           | 3    | 4     | 6          |        |                  |                         | 13    |
| 3  |                           | 1    | 7     | 1          |        |                  |                         | 9     |
| 4  |                           | 6    | 2     |            |        |                  |                         | 8     |
| 5  |                           | 1    | 9     | 6          |        |                  |                         | 16    |
| 7  |                           | 4    | 11    | 1          |        |                  |                         | 16    |
| 8  |                           | 1    | 3     |            |        |                  |                         | 4     |
| 9  |                           | 2    | 1     | 2          |        |                  |                         | 5     |
| 10   |                           | 1    | 2     |            |        |                  |                         | 3     |
| 11   |                           | 7    | 4     | 6          | 4      |                  |                         | 21    |
| 14   |                           | 7    | 3     |            | 3      |                  |                         | 13    |
| dec.   |                           | 18   | 5     | 8          | 10     | 1                | 1                       | 36    |
| Total for four weeks ending May 31st ...   |                           |      |       |            |        |                  |                         |       |
| <div> <div> Fines<br/>Cards<br/>Catalogues<br/>Damage<br/>Other sources </div> <div> ...<br/>...<br/>...<br/>...<br/>... </div> <div> £ s. d.<br/>18 10<br/>5 11<br/>8 0<br/>1 2 0<br/>£2 15 7 </div> </div> |                           |      |       |            |        |                  |                         |       |

Fig. 3.



It will be seen in the case of the cash receipts that a summary is given at the bottom of the page. The headings are printed as shown, so that the amounts only need filling in ; the corresponding space on

(Recto.)

## PETTY PAYMENTS.

| Date   |  | £ | s. | d. | £  | s. | d. |
|--------|--|---|----|----|----|----|----|
| May 1  | Great Northern Ry.—Carriage ... ..       | 9 | 6  |    |    |    |    |
| 4      | White—Tapers and matches ... ..          | 3 | 2  |    |    |    |    |
| 6      | Cowling—Sawdust ... ..                   | 1 | 0  |    |    |    |    |
|        | Postages during May, and so forth ... .. | 9 | 4  |    | 9  | 6  |    |
|        | Balance ... ..                           |   |    |    | 10 | 6  |    |
|        |  |   |    |    | £1 | 0  | 0  |
| June 1 | Paid to Treasurer ... ..                 |   |    |    | 2  | 15 | 7  |
|        |  |   |    |    | £3 | 15 | 7  |

FIG. 4.

the petty payment side is left blank. Referring to the petty cash items, the postages for the month are always entered last, being copied of course from the postage book. The balance, which as shown in Fig. 4 is 10s. 6d., would be carried forward.

With a little study the above illustrations aptly set forth the method, and I hope that those who are dissatisfied with their present system will adopt it, as by it we get compactness and efficiency.



## VIEWS CURRENT.

o o o

ONE of the permanent arguments kept on tap by the militant members of the L.A.—who are condemned, much against their wills, to exist in the provinces—as a reason why the central funds should be exploited for local purposes, is that London members have the great privilege of attending the monthly meetings held there. Now, in recent years, the interest in these dull functions has been dwindling at a very quick rate, and this session scarcely enough members attend to make up a decent tea-party. Some have been so unkind as to hint that the Council's action, in cutting off the preliminary tea and thin

bread-and-butter, is the cause of all the coldness, and that the provision of drinks is always a powerful incentive to attendance. In support of this it may be pointed out that at all the provincial meetings free high teas and luncheons are always provided by local patriots, and it is very significant that the L.A.A. never meet without an invitation which combines free grub with business.

However this may be, it is quite evident that the vast majority of the London members do not appreciate this alleged privilege, and the argument can no longer be used as a lever for exploiting the general funds. The ordinary librarian is rarely a first-class statistician, apart from his annual report, and the following figures showing the distribution of the L.A. membership will perhaps act as a brake on those members who are clamouring for more than their fair share of the L.A. funds:—

#### DISTRIBUTION OF L.A. MEMBERS.

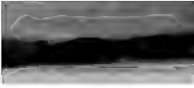
|                                     | Members. | Percentage. |
|-------------------------------------|----------|-------------|
| Greater London ... ..               | 203      | 33½%        |
| London County (160 = 26°/o)         |          |             |
| Lancashire and Cheshire (N.W.) ...  | 110*     | 18°/o       |
| Manchester and Salford (28 = 4½°/o) |          |             |
| Liverpool (10 = 1½°/o)              |          |             |
| Wigan (10 = 1½°/o)                  |          |             |
| Rest of England ... ..              | 211      | 35°/o       |
| Scotland ... ..                     | 44       | 7°/o        |
| Colonial and Foreign ... ..         | 30       | 5°/o        |
| Ireland ... ..                      | 9        | 1½°/o       |

The ambitious individuals who wish to run the L.A. hail from Lancashire and Cheshire, and represent 3.63°/o of the North-Western Branch and two-thirds of a unit per cent. of the whole Association! It is really marvellous what a frightful row one muffin-bell can create in a large city! If readers will ponder these figures and study the "Hulmerous Limerick" which appeared in our columns last month, they will realize the power behind the recent clamourings on behalf of certain localities.

C.O.D.

The latest fad in librarianship—Registration—is being exploited by quite a number of persons who represent different standpoints in professional opinion. Most of these gentry assume without much proof that registration is a fine thing and will raise the status of librarians all over the country. Why this baseless and quite childish assumption should be made, it is difficult to understand, because the mere incidence of registration will do nothing more than perpetuate things as they are, under slightly different conditions. The registration of bodies of men engaged in public work is sanctioned by the State, in

\* This figure includes 36 institutional memberships.



protection of public interests against abuses of certain laws. Thus doctors, chemists, dentists, plumbers and other mechanics are registered to safeguard public health laws ; clergymen, because they administer certain laws connected with births, deaths and marriages ; accountants, surveyors, and lawyers, because they handle public money and exact fees for certain statutory services. Every form of registration is connected with the administration of laws which exact fees or possible penalties from the people, and one can recognize the full right of the public to effective protection from the dangers of incompetence, speculation and pretence. Library science in Britain has not yet become such a danger to the public that the protection of the law need be evoked. It would be wiser and more logical to ask that trades under the Sale of Food and Drugs Act, drapers, mechanics and shopkeepers generally should be registered, as a protection against the distribution of inferior articles of all kinds. There is positively nothing from which to protect the public in present-day librarianship, nor do librarians require protection from the public. As a matter of fact, librarians do not in any way resemble doctors, chemists, dentists, plumbers, accountants, lawyers, or any other trade or profession, because they do not work as individuals for profit on their own account and responsibility, but are simply wage-earners who are responsible to committees, and through them to the public. The whole cry for registration is based on fallacies of various kinds. First, that it is required in the interests of the profession ; second, that it is the natural outcome of education and the possession of certain certificates ; third, that there are thousands of persons employed in library work, most of whom would hasten to join a purely professional body ; and fourth, that it would make *some* difference (not clearly stated, however) in the attitude of governing bodies and the public towards librarians. All this is bosh. The Library Association as at present constituted (*vide Year Book*, 1907) consists of

|   |     |
|---|-----|
| Librarians who pay subscriptions ... ..                     | 206 |
| Librarians who do not pay, but represent their institutions | 113 |
| Non-librarian members and representatives ... ..            | 248 |
| Associates (all librarians, at 10s. 6d.) ... ..             | 40  |

Of the librarians who pay a direct subscription, not one-half would be interested in registration in any shape or form. All college, learned society and large town librarians would likely stand aloof from such a scheme, and only the librarians of small towns and a proportion of municipal library assistants would interest themselves in the matter. It is difficult to see, therefore, what earthly benefit will be conferred on the profession at large by the registration of a comparatively small and unimportant section of its members, or what good will follow for those who do apply for admission to a register kept by the Lord knows who, authorized by Nobody knows, and which will not be a complete record.

A.N.O.N.



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

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**Accrington.**—An appreciative notice of the new Carnegie library building, which is nearly ready for opening, appears in the *Accrington Observer* for December 23rd, 1907.

**Australia.**—Mr. Carnegie's munificence in the establishment of Public Libraries has now been extended to Australia, where his first gift has just been made to the recently created irrigation settlement of Madeira, on the river Murray, in the State of Victoria. The foundation-stone was laid by Sir John Madden, G.C.M.G., chief justice and lieutenant-governor.

**Bexley, Kent.**—A site has been secured at Welling for a new branch library, on account of the great increase in the number of readers in the district.

**Bebington, Cheshire.**—The following is a list of free lectures given under the auspices of the Mayer Trust for the ninth session :—

- Oct. 10th, 1907.—Chas. W. Budden, M.B. "Pictures in Music."
- „ 24th.—Major R. S. Archer. "Beauty Spots from my holidays."
- Nov. 7th.—John W. Ellis, M.B. "A Tour from Winchester to Canterbury by the 'Pilgrims' Way.'"
- „ 21st.—J. Butler Fortay. "English Music: a seventy years' sketch."
- Dec. 5th.—Rev. R. B. De Wolf. "From Liverpool to the Rocky Mountains: 12,000 miles by land and sea."
- „ 19th.—Miss Annie M. Cann. "To the Sunny South by sea and land: France, Portugal and Madeira."
- Jan. 16th, 1908.—Fred W. Saxby. "Dust as seen through the microscope."
- „ 30th.—E. Rimbault Dibdin, "In search of sunshine: travel in Naples and Sicily."
- Feb. 13th.—John Cheshire. "The Pianoforte: its use and abuse."
- „ 27th.—C. Theodore Green. "Nature Study with a camera."
- Mar. 12th.—W. Harvey. "In the Scottish Highlands."
- „ 26th.—W. Murray Cairns, M.B. "Some Sideliights on life in the Far East."

**Bo'ness, N.B.**—The library authority here, under the energetic direction of Mr. James Moir, the librarian, have organized a series of concerts and exhibitions in order to clear off a debt of £109 incurred in purchasing books, and are being well supported by the well-wishers of the library and inhabitants of the town.

**Caversham, Berks.**—On Wednesday, December 11th, 1907, the new Carnegie library building was opened by Viscount Valentia, M.P., in presence of a large gathering of influential local people. The building is very pretty in design, and the architect is Mr. W. G. Lewton. The accommodation includes reading rooms, lending library (open access to 8,000 volumes) and the usual departments.

**Cardiff.**—The Public Libraries Committee, on the suggestion of Mr. John Ballinger, the chief librarian, have authorized the establishment of an information bureau for business people, and so far the department has been very successful. By circular, all kinds of firms were advised that they could "ring up" the Central Library on the telephone, and any reasonable query would be immediately answered. The business men of Cardiff have also been invited to suggest special books on their own speciality for addition to the library. If the Cardiff library authority succeed in interesting the average business man in the Public Library in this practical way, the plan should be universally adopted.

**Dumfries.**—A bazaar in aid of the Ewart Library will be held early this year, and towards the project Dr. Andrew Carnegie has contributed £100. Like Bo'ness (see above) the Dumfries people are adopting a practical way of clearing off their debt, which in their case amounts to £1,000.

**Glasgow.**—The fifth annual social gathering of the Glasgow Corporation Public Libraries' staff and friends was held on Wednesday evening, December 11th, when a company of about 160 met in the Grand Hall of the Charing Cross Halls. The company included Treasurer D. M. Stevenson, sub-convenor of the Libraries Committee, and apologies were received from Councillor J. Battersby (convenor), Councillor A. Murray, and Mr. F. T. Barrett, city librarian, who were unable to be present. A most enjoyable evening, fully appreciated by the company, was spent in dancing, which terminated at an early hour in the morning. Messrs. R. Bain and C. A. Bradley officiated as masters of ceremonies.

The Public Libraries Committee, on the suggestion of Mr. F. T. Barrett, city librarian, propose to hold lectures in the reading rooms of the Townhead, Woodside, Dennistoun and Govanhill branch libraries. These will be given experimentally during the winter months.

**Hove.**—In the new library building, now rapidly approaching completion, it is proposed to provide an open-air reading room on the roof.

**London : Lewisham.**—The new Hither Green branch of the Lewisham Libraries was opened by Mrs. E. C. B. Philpott, on November 30th, 1907. In connection with this a great deal of unnecessary fuss has been made by certain London journals, because it was decided to open only the reading room to begin with. This course, which is quite common, is only adopted to make part of the library available as soon as possible.

**London : St. Pancras.**—The proposal of the St. Pancras Borough Council to sell the library sites already acquired, and cut down the scheme generally, was submitted to the Local Government Board, and a reply has been received stating that it is unable to express any opinion as to the course which the Board would be likely to take in the event of the Council applying for sanction under Section 12 (3) of

the Public Libraries Act, 1892, to the sale or exchange of the whole or any part of the Prince of Wales Road site, and that any proposal to use the site, or any part of it, for other than library purposes must be accompanied by a reference to the precise statutory provisions under which the proposal is made.

**Manchester.**—By a substantial majority the City Council has decided in favour of the Royal Infirmary building being pulled down, and a new joint art gallery and reference library being erected on the site. The housing of Manchester's valuable and extensive reference collection has long been considered inadequate and unsatisfactory, both to the public and to the administration, and for that reason the present premises have been sold, and should be vacated within the next five years.

On December 10th a statue of Mrs. Rylands was unveiled in the Rylands Library, of which she was the founder and is now president. The statue, a full-length one, was executed by Mr. John Cassidy, and is said to be a very fine work.

**Meath, Ireland.**—A proposal to adopt the Public Libraries Acts was defeated at a meeting of the Rural District Council, owing chiefly to the opposition of the local clergy.

**Pemberton, Lancs.**—On Wednesday, December 11th, 1907, Lord Balcarras, M.P., opened the new Carnegie library building which has been erected at a cost of £5,000. Messrs. J. B. and W. Thornley, of Wigan, were the architects, and they have provided all the usual departments in an attractive and convenient style.

**Wolverhampton.**—A new branch reading room at Evans Street, Whitmore Reans, fitted up by the chairman (Alderman Joseph Jones), was opened on December 23rd, 1907. A selection of periodicals and bound volumes of illustrated magazines will be displayed.

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Following on the sudden and unexpected death of Mr. John Mac-  
lauchlan, chief librarian of Dundee, comes the announcement of the  
death under tragic circumstances of **Mr. David Douglas**, sub- and  
interim librarian of Dundee, while on a visit to Mr. Mac-  
lauchlan's widow at Broughty Ferry.

**Mr. E. J. Hempton**, late librarian of Newcastle-under-Lyme, has  
been appointed secretary and librarian of the Crewe Mechanics'  
Institute, which is mainly supported by the L. & N.W. Railway Co.

**Mr. Frank Lambert, B.A.**, of Christ's College, Cambridge, has  
been appointed the Museum Clerk at the Guildhall Library, and  
**Mr. C. H. Peach**, who for the last two years has been engaged at the  
John Rylands Library, Manchester, has been appointed a junior clerk.

As throwing some light on the methods of Library Committees in selecting candidates for librarianships, the procedure of the Dundee authorities may prove interesting to some of our readers. From a list of forty-seven applicants the following sixteen candidates were first selected :—Messrs. A. J. Caddie, Stoke-upon-Trent ; J. Christison, Montrose ; James Craigie, Perth ; J. A. Charlton Deas, Sunderland ; James L. Dougan, Oxford ; David Duff, Ayr ; J. Duncan, Dundee ; Edward Green, Halifax ; A. H. Harley, Edinburgh ; Thomas Johnston, Hornsey, London ; William Law, Brighton ; Joseph M'K. Leighton, Greenock ; A. H. Millar, Dundee ; S. A. Pitt, Glasgow ; Joseph Pomfret, Darwen, Lancashire ; and Archibald H. Sparke, Bolton. A further vote resulted in the list being reduced to five, as follows :—Messrs. Caddie, Deas, Duncan, Leighton and Millar. Next the committee voted for three, and Messrs. Caddie, Deas and Millar were selected.



## LIBRARY PUBLICATIONS.

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### CATALOGUES.

**Belfast Public Library.** Catalogue of the Oldpark Road Branch Library. Pp. xi. + 339, 8vo. 1907. Price 4d. In two sections : (1) General ; (2) Novels and tales.

The former is arranged on the dictionary plan, and the latter under authors and titles.

**Brighton Public Art Galleries.** Catalogue of an exhibition of Alpine and other photographs. 20 pp. July-August, 1907. Price 1d.

**Great Crosby Carnegie Free Library.** Classified catalogue of books. Compiled by Lydia M. Bartlett, librarian. 107 pp., 8vo. 1907.

A catalogue of both lending and reference departments, arranged according to the Dewey classification, with author and subject indexes.

**Dumfries and Maxwelltown Ewart Public Library.** Author list of additions, with notes and subject index. No. 2, 1906-7. Compiled by G. W. Shirley, librarian. 82 pp. Fully and well annotated.

**Gateshead Public Library.** Supplemental catalogue of books added to the lending department, exclusive of fiction, 1902-7. Compiled by H. E. Johnston, librarian. 220 pp., 8vo. 1907.

A dictionary catalogue, under authors and subjects, with occasional title entries. Brief notes are appended to subject entries where the title is not sufficiently explanatory.

**Southend-on-Sea Public Library.** Class list, No. 2 : Science and the Arts. Compiled by W. Clay, librarian. 82 pp., 8vo. [1907.]

Classified according to the Dewey classification, with subject and author indexes.

**Waterloo-with-Seaforth Public Libraries.** Classified list of books on general works, Philosophy, Religion, Sociology, and Philology. Compiled by Kate Fearnside, librarian. 111 pp., 8vo. 1907.

This class list completes the second edition of the library catalogue. It is arranged according to the Dewey classification, with the usual author and subject indexes appended. Annotations, chiefly in the form of contents notes, add to its usefulness.

#### REPORTS.

**Blackburn,** report, 1906-7. Stock 69,479 volumes (reference 33,706; lending 35,773); volumes issued 139,459 (lending 114,734; reference 24,725). The reference library, museum and art gallery, were opened on Sundays from October to March, "but the attendance was so meagre and unsatisfactory that the opening has been discontinued." A revised catalogue of the reference department has been completed and published.

**Bolton,** fifty-fourth report, 1906-7. Stock 96,026 volumes (reference 34,080; lending 61,946); volumes issued 230,306 (lending 221,774; reference 8,532). An important feature of the year's work was "the re-opening of the central lending library after complete re-organization, on January 31st." Improvements have also been made in the central reading room.

**Glasgow : Baillie's Institution,** report, 1906-7. Stock 22,289; volumes issued 41,745. The issues show a slight increase on the preceding year's total.

**Glasgow : Stirling's Library,** report, 1906-7. Volumes issued 103,027 (reference 56,664; lending 46,363). A scheme has been started for "delivering books to subscribers, and it is believed that this will prove a valuable adjunct to the work of the library."

**Grand Rapids (U.S.),** thirty-sixth report, 1906-7. Stock 83,354 volumes; borrowers 15,176; volumes issued for home use 250,576. A branch library was opened on December 1st, and negotiations are being carried on for the opening of two more branches.

**Hanley,** twentieth report, 1906-7. Stock 16,632 volumes (reference 3,380; lending 13,252); volumes issued 109,037 (lending 94,048; reference 14,989). A supplementary catalogue of the lending and reference departments forms an appendix.

**Haverhill (U.S.),** thirty-second report, 1906. Stock 85,000 volumes; books issued 164,295. "The most important event of the year was the opening of the Washington Square Branch." Sunday afternoon opening, from November to May, "is a most popular feature."

**Hyde**, thirteenth report, 1906-7. Stock 13,166 volumes (reference 1,376; lending 11,790); volumes issued 63,337 (lending 57,954; reference 5,383). Steady progress is reported, and attention is directed to an increase in the number of young people making use of the library.

**Kingston-upon-Thames**, report, 1906-7. Stock 13,990 volumes (lending 11,382; reference 2,608); borrowers' tickets 3,503; volumes issued 94,040. The reading and reference rooms were open on twenty-nine Sundays, the record of attendance showing an average of 132, a decrease of eleven compared with the preceding year. Lectures and talks to adults and children have been continued and the attendances have been very satisfactory.

**Kristiania: Deichmanske Bibliothek**, Aarsberetning, 1906. Stock 84,432 volumes; volumes issued 521,867. The statistics show that the issue of books is nearly treble that of eight years ago. Among other items in this report is a complete list of books issued in one day (March 15th). It is suggested that other libraries should follow this example in order that library statistics might in this way "become valuable documents for the study of the literary standing of the different countries and their communities."

**Leeds**, report, 1906-7. Stock 266,624; borrowers 33,447; volumes issued 1,430,719 (lending 1,309,375; reference 121,344). The figures show a decrease of 106,211 volumes compared with the previous year, which is partly explained by the fact that it has "been impossible to buy books to the extent required for the branch libraries opened during the last few years," and consequently they have become less attractive to some borrowers. A valuable addition has been made to the local collection.

**Leicester**, thirty-sixth report, 1906-7. Stock 72,933 volumes (lending 54,151; reference 18,782), borrowers 17,776; volumes issued 482,645 (lending 449,105; reference 33,540). The Juvenile Department is very successful. Important changes, including the adoption of the "Dewey" system, have been introduced in the reference library, and it is intended to re-organize the whole department on modern lines.

**London: Battersea**, twentieth report, 1906-7. Stock 55,233 volumes (lending 38,692; reference 16,541); borrowers 14,371; volumes issued 419,215 (lending 326,132; reference 93,083). The reference collection "has been re-classified on the 'Dewey' system, the preparation of the catalogue for the press is in hand, and the work will be published as soon as possible."

**Finsbury**, report, 1906-7. Stock 30,340 volumes; borrowers 4,853; volumes issued 173,613. The committee has under consideration the inauguration of a series of popular lectures. The juvenile library has been improved by an enlargement of the floor space, and by the addition of pictures on the walls, illustrative of English history. "On each picture has been mounted a list of the available literature dealing with the period."

**Fulham**, nineteenth annual report, 1906-7. Borrowers 7,365; volumes issued 261,039. The North Branch Library, the gift of Dr. Andrew Carnegie, was opened on July 11th, 1906. During the first nine months of its existence 68,830 volumes were issued from it, as compared with 90,475 issued from the Central Library, and 51,935 from the South Branch.

**Harlesden**, report, 1906-7. Stock 12,078 volumes (lending 10,031; reference 2,047); borrowers 2,471; volumes issued (lending) 89,405. Mr. E. C. Kyte has been appointed librarian.

**Kensal Rise**, report, 1906-7. Stock 5,359 volumes (lending 4,802; reference 557); volumes issued 51,158 (lending 49,460; reference 1,698). A re-adjustment of funds has resulted in an increased income, which has enabled the committee to extend the usefulness of the library.

**Kilburn**, fourteenth report, 1906-7. Stock 11,975 (lending 9,052; reference 2,923); borrowers 2,379; volumes issued 93,872. Features of the year's work are the establishment of a school library system, the issue of a *Quarterly Guide* and an increased demand for works other than fiction.

**Stoke Newington**, report, 1906-7. Stock 30,870 volumes (lending 17,226; reference 13,644); borrowers 3,994; volumes issued 141,663 (lending 117,647; reference 24,016). The reference library has been augmented by 4,763 volumes, comprised in the "Sage Bequest," and a card catalogue has been prepared.

**Westminster**, report, 1906-7. Stock 114,064 volumes (lending 71,551; reference 42,513); borrowers 11,623; volumes issued 499,456 (lending 319,556; reference 179,900). The Buckingham Palace Road and the St. Martin's Lane libraries have been open on Sunday evenings during the winter months, and satisfactory attendances are reported. The work of re-organization is being proceeded with at St. Martin's Library.

**Willesden Green**, report, 1906-7. Stock 14,020 volumes (lending 11,619; reference 2,401); borrowers 2,866; volumes issued 92,676 (lending 88,467; reference 4,209). Steady increase in the use made of the library is reported. A children's room has been provided.

**Manchester**, fifty-fourth and fifty-fifth reports, 1905-7. Stock 369,018 (lending 217,044; reference 151,974); borrowers 63,203; volumes issued, 1906-7 (seven months) 1,471,461 (reference 250,222; lending 1,221,239). The library has been enriched by several hundreds of books, consisting chiefly of "standard works of local and antiquarian interest," under the will of the late Mr. George Hankinson.

**Montrose**, second report, 1906-7. Stock 6,851 volumes; borrowers 3,799; volumes issued 50,865 (lending 48,168; 2,697). The figures show that "the past year has been one of steady progress and increased activity." By a comparison with other local library districts having larger populations, it is seen that its issues are considerably above the average. The "Open Access" system which is in use may possibly account for a measure of its popularity.

**Newark** (U.S.) eighteenth report, 1906. Stock 111,916 volumes ; books issued 331,207 (adult 252,763 ; juvenile 78,444). Photographs of the exterior and the interior of the library are given, and the work of the various departments is described in dictionary form.

**Nottingham**, report, 1906-7. Stock 121,483 volumes ; volumes issued 376,664. The issues show a small decrease compared with last year. A continued improvement in the class of reading generally is reported, "the issues of works of fiction having fallen to 52 per cent. of the total issues."

**Peoria** (U.S.), twenty-seventh report, 1906-7. Stock 95,433 volumes ; borrowers 8,526 ; volumes issued (lending) 191,600, a decrease of 4,320 on the previous year's total.

**Perth, Swan River Mechanics' Institute**, fifty-fifth report, 1906. Stock 8,885 ; members 957 ; books issued 63,196.

**Pratt Institute** (U.S.), report, 1906-7. Stock 89,196 volumes ; borrowers' tickets 10,340 ; volumes issued (lending) 177,020. The fiction percentage has dropped from 59 (last year) to 57. The circulation of scientific and technical books is 13 per cent. of the total issue. An increase in the use made of the children's room is reported. In addition to the usual weekly "story-hour," a regular series of stories has been arranged, to which the same children may come week after week.

**Richmond** (Surrey), twenty-sixth report, 1906-7. Stock 32,062 volumes ; borrowers 3,196 ; volumes issued 94,030 (lending 88,258 ; reference 5,772), a slight decrease compared with last year. The remodelling of the library which took place last year has proved very beneficial, and the provision of a separate room as a reference library calls for particular notice in this respect.

**Rochdale**, thirty-sixth report, 1906-7. Stock 60,942 volumes (lending 43,324 ; reference 17,618) ; volumes issued 173,265 (lending 136,613 ; reference 36,652). The issues from the Central Library have decreased since last year. This decrease is partly explained by local circumstances.

**St. Helens**, twenty-ninth report, 1906-7. Stock 41,562 volumes ; books issued 254,608. The catalogue of the books in the reference department has been completed. Taken as a whole, the report shows that "the past year has been the most successful in the history of the libraries."

**St. Louis** (U.S.), reports, 1905-7. Stock 222,780 volumes ; borrowers' cards 64,804 ; volumes issued (1905-6) 1,184,801, (1906-7) 1,222,583. Arrangements have been made for the provision of a third branch library which will be known as the Carondelet Branch. Photographs of the Barr Branch are contained in the report.

**Salisbury**, seventeenth report, 1906-7. Stock 6,099 volumes ; borrowers 1,255 ; volumes issued 31,227 (lending 26,935 ; reference 4,292). "A new rule has been added enabling borrowers to obtain, on payment of one penny, a duplicate card for a second book, which privilege does not, however, extend to works of fiction."



**Springfield (U.S.)**, report of City Library Association, 1906-7. Stock 152,345 volumes; volumes issued 425,063. Tentative plans for a new library building have been accepted, which provide for readers having direct access to the shelves.

**Twickenham**, report, 1906-7. Stock 9,284 volumes (lending 7,513; reference 1,771); volumes issued 43,132 (lending 41,732; reference 1,400). "The library is now for the first time housed in a home of its own." Towards the new building Dr. Carnegie contributed £6,000. Several important changes have taken place, including the adoption of the safe-guarded "Open Access" system, and the re-classification of the library on Brown's "Subject Classification."

**Victoria (Australia)**, report, 1906. Stock 191,800 volumes (reference 168,286; lending 23,514); borrowers 8,424; volumes issued (lending) 166,828. The total issue is rather less than last year, but "there is a perceptible increase in every class of literature, with the exception of fiction, to which class, in accordance with a decision of the trustees, no new books were added during the past two years."

**Warrington**, report, 1906-7. Stock 44,889 volumes; borrowers' tickets 4,936; volumes issued (lending) 92,291. Students' tickets have been introduced, 740 borrowers taking advantage of the privilege from September to the end of the library year (June 30th).

**Waterloo-with-Seaforth**, ninth report, 1906-7. Stock 10,360 volumes; borrowers 2,346; volumes issued 79,143 (lending 76,352; reference 2,791). A new Carnegie library is in course of erection.

**Whitehaven**, nineteenth report, 1906-7. Stock 9,717 volumes; issues (lending) 21,059. Readers have been allowed free access to some 2,000 volumes in the reference library: "the experiment has been perfectly successful."

**Wigan**, twenty-ninth report, 1906-7. Stock 65,299 volumes; issues 126,455 (lending 86,781; reference 39,674). Serious inconvenience is caused by insufficient accommodation at the Central Library. The report contains a list of the principal additions to the reference department during the year.

**Wimbledon**, twentieth report, 1906-7. Stock 17,490 volumes (lending 10,581; reference 6,909); borrowers 3,611; volumes issued 123,579 (lending 103,365; reference 20,214). Important additions have been made to the reference library. "The question of the obliteration of betting news from the daily newspapers was again considered, and it was decided to black out the betting odds."

**Worcester**, report, 1906-7. Stock 46,688 volumes; borrowers 5,832, of which number 3,308 have "non fictional" tickets; volumes issued 185,822 (lending 159,475; reference 26,347). Useful additions have been made to the reference library stock, and a selection of the more important is given in the report.

**Workington**, report, 1904-6. Stock (lending) 10,640 volumes; borrowers 3,221; volumes issued (lending) 64,205. The books in the

reference library have been classified according to the system of Dewey, and readers have direct access to the shelves.

**York**, fourteenth report, 1906-7. Stock 27,168 volumes (lending 18,639; reference and reserve 8,529); borrowers 6,081; volumes issued 173,783 (lending 167,495; reference 6,288). Alterations and improvements have been made in the several departments, the most noteworthy being the provision of a new reading room, which has relieved the congestion in the reference library.

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#### NORTHERN COUNTIES NOTES.

Of the three branch libraries projected at Sunderland, it is hoped that building operations in connection with one, that situated in Vilette Road, Hendon, will be commenced towards the end of the year. A sketch plan of these branches will be found in the *Library World*, vol. 8, p. 326.

At Armstrong College (in the University of Durham), Newcastle-upon-Tyne, twenty lectures are being delivered on Wednesday afternoons, by Professor W. Nichol Smith on "English Literature from 1800-1850," the prescribed period for the next Professional Examination of the Library Association. It is gratifying to hear of the good attendance at the lectures and also of the response of local library committees in paying the fees of assistants, in many cases, as well as in allowing attendance during working hours.

Librarians in the Leeds district are also to have the advantage of university tuition preparatory to the Association examinations. Lectures are to be given at Leeds University on "Classification," by Mr. Butler Wood, of Bradford, and on "Library Administration," by Mr. T. W. Hand, of Leeds.

A meeting of the Northumberland and Durham Association of Library Assistants was to be held at Gateshead on the 12th inst. Papers were promised by Mr. Dutton, of Sunderland, and by Mr. Miller, of Newcastle. The election of president to succeed Mr. Wilson (Gateshead) was an item of importance in the programme. We understand that Mr. D. W. Herdman, sub-librarian at Sunderland, is the president-elect.

A very creditable "Supplemental Catalogue" of the Gateshead Public Library has just been issued. We welcome especially the annotation of entries—an innovation as regards the Gateshead adult library. The catalogue is arranged on the dictionary plan and will without doubt prove very serviceable. But why enter books under "Avebury" without indicating in any way that that is the title of the much better-known Sir John Lubbock? It really matters little whether title or family name is chosen for the entries so long as the cross-referencing is complete, but this is by no means the case in the new Gateshead Catalogue. A cursory glance has revealed that no references are given from Lubbock to Avebury, from Disraeli to Beaconsfield, from Stanhope to Chester-

field, etc., etc., and, to take reverse examples, there are no references from St. Aldwyn to Hicks-Beach, from Dundee to Graham, etc. Again, "Lord" Bacon is, of course, wrong. The catalogue, however, is little vitiated by these oversights, whilst Gateshead readers are to be congratulated on its possession.

Under the scheme described in our October issue, the following awards have been made by the Northern Counties Library Association to candidates within the area of the Association, who sat last May for Library Association certificates, 1st prize, T. E. Turnbull (Newcastle); 2nd prizes, F. C. Cole (Huddersfield), W. Wilson (Gateshead), and T. W. Huck (Darlington, now Saffron Walden). The prizes consist of books selected by the student himself and likely to aid him in further studies.



## REVIEWS.

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**Jennings (Hargrave).** *The Rosicrucians: their rites and mysteries.* 4th edition revised. [Without Index or Bibliography.] London: Geo. Routledge & Sons, Ltd. [1907.] 8vo. 7s. 6d. net.

The preface to the first edition of this work, which was published in 1870, outlines the scope of the book in the following words: "It purports to be a history (for the first time treated seriously in English) of the famous Order of the 'Rose-Cross,' or of the 'Rosicrucians.'" Unfortunately the character of the work does not carry out the statement. Nothing is further from being a history of the Rosicrucians than this work, and the fact of it having passed into its fourth edition can only be accounted for by the wild enthusiasm of so-called occultists who passionately seize upon anything which claims kindred with the unknown and devour it irrespective of reason or common-sense.

The book gives the reader the impression that the author, having read such works as the *Anacalypsis of Godfrey Higgins*, has compiled his reminiscences of them. In very few cases are authorities quoted for the extraordinary statements made.

One naturally seeks for information as to the author's opinion of the many books and pamphlets issued under the name if not by the authority of the brotherhood, such as the *Fama Fraternitas*, the *Allgemeine Reformation der Gassen Welt*, the *Chymische Hochzeit*, *Christiani Rosencreutz* and others. Nothing of the kind is found. The space which certainly should have been given to the literature of the subject is occupied by treatises on such topics as Druidical stones, the origin of the Order of the Garter, the secret religion of the Knights Templars and Phallic worship—the latter subject in fact dominating the whole work. The author published in 1884 a work entitled *Phallicism*, for which we may take it the work under notice was a preliminary study.

It is impossible to recommend *The Rosicrucians* upon any ground. Historically the author puts himself out of court by carefully leaving out everything historical. From the literary standpoint the work is badly constructed, the various parts having no connection one with another. For reference use, the absence of an index and the want of a bibliography or even a list of authorities render it hopeless.

**Trench** (Archbishop). Notes on the Parables of our Lord. With an Introduction by A. Smythe Palmer, D.D. London: Geo. Routledge & Sons. 1907. 8°, 8", pp. xvi. + 416. *The London Library*. Price 2s. 6d. net.

A well-printed edition of this standard work. An appendix by the author containing a selected list of works on the same subject is conveniently supplemented and brought up to date by a similar list of more recent works in the Introduction.



## LIBRARY ASSOCIATIONS.

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### THE LIBRARY ASSOCIATION.

THE certificates gained by students at the Library Association examination held last May were distributed by Mr. J. Mackinder, Director of the London School of Economics, on Wednesday, December 4th, 1907. In the absence of Mr. R. Blair, Executive Officer of the L.C.C. Education Department, Mr. H. R. Tedder took the chair. The attendance was somewhat small, both on the part of students and librarians, but those who were present had the pleasure of hearing a very interesting, eloquent and stimulating address from Mr. Mackinder.

The second monthly meeting of the Association was held at 20, Hanover Square, on Monday, December 9th, when only twenty-three members attended. Mr. Jas. Duff Brown (Islington) was called to the chair, and two papers were read, as follows:—

"Imprints in modern books," by L. C. Wharton (British Museum).

"The Delimitation of reference libraries, with a note on specialization," by W. J. Harris (Bromley, Kent).

Mr. Wharton's paper was not very well heard, but it was discussed by Messrs. Prideaux and Newcombe. Mr. Harris made a plea for the combination of the reference and lending departments, and his views

were discussed and occasionally traversed by Messrs. Stewart (Islington), Hulme (Patent Office), Philip (Gravesend), Wharton (British Museum), Gill (Twickenham), Inkster (Battersea), Rae (Fulham), Hopwood (Patent Office), Peddie (St. Bride Technical Library), Newcombe (Camberwell), Coutts (Islington) and the Chairman.

Although Mr. Harris's paper obtained a full and fair discussion, in which half the members present took part—a most unusual proportion—it is evident that interest in these monthly meetings is rapidly declining, and if the attendance continues to fade away something will have to be done to stimulate interest in them. As compared to the provincial and L.A.A. meetings the L.A. attendances are unsatisfactory.

### THE LIBRARY ASSOCIATION.

#### LECTURES AND CORRESPONDENCE CLASSES.

LENT TERM, 1908.

##### LECTURES.

LITERARY HISTORY.—The course of lectures on Literary History, 1750-1850, will be continued by Mr. R. S. Bate, M.A., at King's College, on *Thursday* evenings, at 7 p.m., commencing January 9th. Special fees to library students 10s. 6d., to be sent to the Honorary Secretary of the Education Committee, who will supply admission tickets.

CLASSIFICATION.—A course of ten lectures by Mr. L. Stanley Jast, at the London School of Economics, Clare Market, Kingsway, on *Wednesdays*, at 4.45 p.m., commencing January 22nd. Fee 12s. 6d.

LIBRARY ROUTINE.—A course of ten lectures by Mr. James Duff Brown, at the London School of Economics, on *Wednesdays*, at 3.15 p.m., commencing January 22nd. Fee 12s. 6d.

##### CORRESPONDENCE CLASSES.

A Correspondence Class conducted by Mr. E. A. Savage, in Library History will commence on January 13th, 1908. Fee for the course, 10s. This will be followed by a Correspondence Class in Library Routine, by Mr. W. S. C. Rae, the date of which will be announced later.

Further particulars may be obtained from the Honorary Secretary of the Education Committee, Mr. Ernest A. Baker, M.A., 24, Whitcomb Street, London, W.C.

### LIBRARY ASSISTANTS' ASSOCIATION.

THE third meeting of the Library Assistants' Association was held at the Central Library, Battersea, on December 11th, when about fifty members and friends were present. The meeting was distinguished by the predominance of the petticoat element. For the first time for many years a paper was given by a lady member,

Miss Mizpah Gilbert, of Fulham, who read one of three papers on the "Education of the Library Assistant." The other papers were read by Messrs. W. B. Thorne and Henry T. Coutts. The meeting opened with a short paper by Mr. Richard Wright, of Croydon, on "Staff Guilds, Clubs and Reading Circles," which provoked an animated discussion. The three papers on education which followed, dealing as they did with one of those burning questions about which very few people have any definite ideas, were not discussed with the usual vigour; but although the discussion lacked quantity the quality was good, and there again the lady members shone forth with more than usual brilliance.

In the afternoon, previous to the meeting, a number of members visited St. Paul's Cathedral Library, and were entertained by the authorities.

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#### BIRMINGHAM AND DISTRICT LIBRARY ASSOCIATION.

THE sixty-first meeting of the Birmingham and District Library Association was held at West Bromwich, on December 12th, 1907.

They first visited the printing and stationery works of Messrs. Kenrick & Jefferson. Subsequently they were shown over the new Carnegie Library and entertained to tea by the Mayor (Councillor J. Lawley). At the subsequent business meeting the secretary reported upon the result of the examinations at the Association's Summer School, the successful members being: (1) Mr. Grindle (Deritend); (2) Mr. Milner (Balsall Heath); first-class certificates, Messrs. Watson and Reeves (Birmingham Reference Library); second-class certificates, Messrs. Hunt (Bloomsbury), Farnell (Walsall), Laverock (Aston), Holmes (Handsworth), Newey (Handsworth), and Taylor (Small Heath). The Mayor presented the prizes and certificates to the successful competitors.

The committee of the Association recommended that in lieu of the three-days Summer School, the committee should prepare a syllabus of subjects for study and examination, with a list of text books, and that in the summer of 1908 an examination should be held, for which first and second grade certificates should be awarded. The report was adopted.

Mr. G. O. Hodges (West Bromwich) read an interesting paper on "Book Selection." He strongly advocated that every library should specialise in some subject, and if possible form a collection of local books. In the subsequent discussion, Mr. Dent (Aston) endorsed the latter suggestion, and Mr. Burton (King's Norton) said the trend of present library practice was not to get as many books as possible, but to make a wise selection. Mr. Powell (Birmingham) urged that their future existence depended upon the proper carrying out of book selection.

## N. &amp; D. ASSOCIATION OF ASSISTANT LIBRARIANS.

THE annual meeting of the Northumberland and Durham Association of Assistant Librarians was held on December 2nd, at the Public Library, Gateshead, Mr. William Wilson presiding. The annual report was presented, and the financial statement showed a balance in hand. The report was adopted, and Mr. D. W. Herdman (Sunderland) was elected president for the ensuing year. Newcastle was fixed as the place for the next quarterly meeting. Papers were read by Mr. G. H. Dutton, B.Sc. (Sunderland), whose subject was "Some Books I know," and Mr. R. N. Miller (Newcastle), who dealt with "Library Classification."



## LIBRARY ECONOMICS.

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**27. Relations between the Staff, and the Staff and Readers.** The success and usefulness of our present institutions will largely depend on what is known as the personal element in our work. The relation which exists between the staff, and the staff and readers, is of the utmost importance in the administration of modern scientifically arranged libraries, which foster a greater intimacy between the library staffs and the public. The question naturally divides itself into two parts, viz. : (1) The relations which exist between the staff ; and (2) the relations which exist between the staff and readers. With the introduction into English libraries of open access, these questions become of vital importance to all concerned in the welfare of our establishments ; the intellectual powers are given a wider scope, and the automatic drudgeries of assistants are transmuted into pleasurable educational duties. A good deal has already been written on this subject and it is not my intention to be original, but rather to emphasize the experiences of others, and together with my own limited experience to place on record some idea of the relationships which should live in our libraries.

## (1) RELATIONS BETWEEN THE STAFF.

It is absolutely necessary that the most cordial relations should exist between the members of the staff. The impositions of those in authority, the trying pranks of juniors and the petty jealousies which are too often to be found amongst library staffs, are apt to bring about strained relationships which must have a detrimental effect upon successful administration. The power of a chief librarian is practically despotic and he can make a heaven or a hell for the staff he has to control ; the same applies in a more moderate degree to other senior officers.

Immediately succeeding the librarian in rank is the sub-librarian, who generally comes into closer contact with the staff and the public than his chief. In describing the qualities he should possess, I shall not do better than quote Mr. Sayers, who, in his paper entitled "A few thoughts on staff relations," admirably sums them up ; he says, "His qualities in relation to his staff seems to me to be adaptability, accuracy, a certain amount of initiation, a large amount of self-confidence, loyalty to his chief, and, as far as in him lies, to the existing system." Splendid opportunities are afforded him of helping the younger members of the staff, and he should never tire of explaining the many knotty points which arise. When reprimandings are necessary sarcastic remarks must be carefully avoided, and care should be taken to notice the good work, especially of juniors, which merits his attention and admiration. Interest should also be taken in the educational welfare of the staff, and no effort ought to be spared in facilitating the technical training so indispensable to successful professional careers.



Senior assistants, who are generally promoted from the staff, have exceptional opportunities for encouraging good staff relations. By the time this position is reached his critical time has arrived; he either leaves his profession, or an absorbing interest in his occupation has awakened in him and he strives on with dogged earnestness till he reaches the top. Much depends on himself, but a great deal depends on his surroundings, and the timely advice of his senior officers may do much to influence him in the right direction and goad him on to a successful future.

Last, but not least, on the social scale of the staff are the juniors. They generally arrive as raw material, fresh from school, and the patience displayed in changing their awkward school ways, and instilling business habits into them will frequently be well spent. Special attention should be given them, as juniors often possess abilities for the execution of certain phases of routine work; good writers make neat cataloguers, and good mathematicians make accurate record keepers; advantage taken of qualities such as these will awaken a sense of responsibility, and an early interest in their occupation.

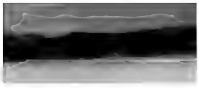
It is undoubtedly the duty of chief librarians to encourage the best possible relations between their staffs. Two excellent ways of securing this is by the formation of "Library Staff Clubs," or a less elaborate way suitable to small libraries, the introduction of "Staff Table Conferences."

A Library Staff Club, or Guild as it is sometimes called, should primarily exist for the mutual improvement of the staff, but due prominence should be given to the social and recreative side. The co-operation of the library authority may be ensured by inviting some of the members to become officers of the club, thereby securing a closer relationship between the committee and the staff. The club should be governed by a committee representing all grades of assistants, and a small members' subscription would make it self-supporting. The oldest existing club is in connection with the Liverpool Public Libraries, and other successful clubs are carried on at Islington and Croydon.

Staff Table Conferences are held periodically, the chief librarian generally being in the chair. Here the staff have splendid opportunities for airing their griefs and debating various points in the administration of the library; the chief administrator would also be able to gather valuable hints from the practical experience of his own staff for the carrying on of his work. Staff conferences undoubtedly conduce to a closer relationship between the staff.

#### (2) RELATIONS BETWEEN THE STAFF AND READERS.

Personal element in our work is pre-eminently the best means of producing the best and most useful work amongst the borrowers. Officialism must be sternly suppressed and kept to the background, and it behoves every member of the staff, especially juniors, to cultivate pleasing and obliging ways. These relations attain supreme importance in open access libraries, where staff and public are brought into direct



communication and the professional knowledge of the assistant is in greater demand and given a wider scope.

Friction with the public is often brought about by red tape and the unnecessary enforcement of rules. Library authorities draw up rules for the regulation and proper administration of their libraries; they do not intend them to become insurmountable barriers to the public. It is in the lending department perhaps that the worst offence is committed in this respect, owing to the great number of rules needed for satisfactory administration. Here, then, great care is needed, lest by shortness of temper, or by the displaying of some jack-in-the-office style, would-be borrowers are turned away, never to show their face in the building again.

It costs nothing to be obliging and polite and it always affords greater satisfaction. Quarrelsome people who find fault with everything which tends to method need careful tactics, and here assistants by using discretionary powers, which all rules and regulations are subject to, may often bring an awkward interview to a successful end. Adaptation to circumstances is a lesson every assistant should strive to master. The timid enquirer should be pleasantly made to feel at home, the unintelligent enquirer patiently dealt with; in fact some special trait may be observed in all frequenters of our libraries, which a thoughtful assistant will not fail to notice and treat accordingly.

The personal element question as many another detail of library administration is given greater attention by our *confrères* across the water than by us. Several American libraries possess Information Desks, which are in charge of special assistants who have little else to do than to attend to the requirements of strangers and to make them feel at home, to direct visitors to the different departments, and, in fact, to generally look after and foster the needs of the public. Of course, very few English libraries could afford such an innovation, size and limited incomes would not justify it, but much may be accomplished in their absence by the unassuming and obliging ways of an interested staff.

In conclusion let us always be on the alert for the "new" enquirer, and treat him with the same courtesy we should expect from him. For the "new" borrower in our lending department, let us explain to him the principles of the catalogue and the use of the subject index; in an open access library the arrangement and classification of the books, soliciting his enquiries at all times for what he fails to find. Let us in an unassuming manner seek to help the bewildered searcher in our reference library; he will soon learn to make use of the bibliographical knowledge of an efficient assistant as a quick means of obtaining information.

Frequenters of our libraries will not then be slow to notice the endeavours of an interested staff, and the personal element in our work will occupy its rightful position.

ERNEST SEYMOUR MARTIN, *Twickenham*.

**28. A Card System for Registration of Borrowers.**

*Necessary outfit comprises:—Ruled cards and cases to hold as many thousand cards as estimated number of borrowers in one year. [Suitable cases and cards are obtainable at the Library Supply Co., at 4s. 6d. for cloth covered cases, and 6s. to 8s. for ruled cards.] Numbering-stamp costing about 2s. 6d., dating-stamp 1s.*

*N.B. The Borrowers' Guarantee-Forms should be on tough paper, or, preferably, on fairly large sized cards.*

**MODUS OPERANDI.**

Instead of keeping the Register of Borrowers by means of a ruled book in numerical sequence of application, the process is to index the forms of borrowers as received, and make them form an *alphabetical* list. The applicant's name is, therefore, written on top of the form, thus \* :—

**APPLICATION FORM.**

*For Staff use only* \* *Smith (John William).*

|   |             |  |      |       |
|---|-------------|--|------|-------|
| <b>St. Bride Soundation Institute,</b><br>BRIDE LANE FLEET STREET.<br><b>LENDING LIBRARY.</b>   |             | <b>For use of Librarian only.</b>                      |      |       |
|   |             | No. of Ticket .....<br>No. of last }<br>Ticket } ..... |      |       |
| I, the undersigned, being a person inhabiting or employed in the Western half of the City of London, hereby make application for a borrower's ticket, and I hereby agree to conform in every way to and be bound by the Rules and Regulations of the Library. |             |  |      |       |
| SIGNATURE (in full) AND<br>PRIVATE ADDRESS OF<br>APPLICANT.   | EMPLOYED BY | OCCUPATION.  | AGE. | DATE. |
|   |             |  |      |       |

**REDUCED SIZE.**

Index-cards are then written out similar to one shown on next page. (The date in top left-hand corner is the date of expiry of reader's ticket.)

The borrower's card also bearing stamped date of expiry having been written, and placed in an alphabetical ticket-rack, the next operation is to place the index-card in a case in like order, the application form being temporarily kept similarly arranged in a *special coloured* pamphlet case.

On a borrower calling to take up a ticket, its index-card is sought, and both it and the borrower's card are stamped with the next

consecutive number of tickets issued. The card is handed over to the borrower, and at the same time the index-card is slipped into another case in numerical order. By this means, the last person taking up a ticket receives the next number strictly in rotation.

|                                   |          |
|-----------------------------------|----------|
| 15th Sept., 1908.                 | No. .... |
| <i>Smith (John William),</i>      |          |
| <i>Thos. Johnston &amp; Bay.,</i> |          |
| <i>71, Philpot Lane,</i>          |          |
| <i>S.B.</i>                       |          |
| <i>(Ordinary Ticket).</i>         |          |
|                                   |          |
|                                   |          |
|                                   |          |
|                                   |          |
|                                   |          |
|                                   |          |

All that remains to be done, *afterwards*, is to mark on the respective application forms the borrowers' ticket number from the index-card, and the forms can be finally placed, in strict alphabetical order, in cases bearing any needful guides at back.

The improvement effected by this system is that the cards show *automatically* if a ticket has been applied for, and how many and which tickets have actually been taken up. Where a charge is made for tickets, the numbers of the tickets issued each day should be noted in the cash receipt book.

As in other systems, by merely turning up the application forms a borrower's number can be at once ascertained, as *vice versa* can the name of a borrower from the numerically arranged card-register.

Previous to adopting the method described at our library, we were frequently unable to trace which tickets had been issued from day to day, as also the exact number taken up, without trouble.

Now, with a register of borrowers on cards, we find it a very light matter to keep the list up to date by picking out the cards representing those persons who, for various reasons, are no longer eligible to use the library, as also of such as owe us fines, etc., etc.

F. W. T. LANGE,  
*St. Bride Foundation Library, London.*

**29. Delivery Stations.** The steady advance of education in the last decade has made it imperative that the use of Public Libraries should be placed within the reach of every person, whether residing in hamlet or village, town or city.

In a district where the population is evenly distributed over the whole of its area, very little difficulty will be experienced in catering for the literary needs of the inhabitants. On the other hand, where the inhabitants of a district are scattered here and there, many difficulties will have to be overcome before an efficient system of supplying the demands of the reading public can be put into operation.

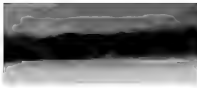
Income, population and local conditions will, to a great extent, determine what provision should be made for the erection of libraries. Branches, travelling libraries and delivery stations all present themselves as methods which might prove adequate for the literary demands of the neighbourhood.

The problem of distribution over a scattered area is to a certain extent solved by the delivery system, which has come into prominence during the last few years. The needs of a district must necessarily determine whether or not a delivery station, in addition to the library, is desirable, and in considering this point great caution must be exercised to carefully study and gauge the needs of the population.

If after due consideration it is agreed that the delivery method is the most economical and therefore advisable, the organisation of such a system must take a premier position. It would be impossible in a short article like this to deal at any length with the arguments *pro et con*, which a subject such as this affords; but it is advisable not to overlook the objection of this system, which is the disadvantage arising from the fact that no accommodation can be provided for the reading of books, which are usually to be found in the reference departments of Public Libraries; and therefore, books which are acknowledged on all sides to be the most beneficial for serious study and thought are eliminated, thus defeating the object for which libraries are primarily intended. Foremost among the points to be considered are the position and formation of the delivery station. It will generally be found possible to secure the services of a local tradesman who will accommodate the selected number of books to form the nucleus of the library, and perform the duties of honorary librarian. He will of course expect to be remunerated by an increase of business which will probably be gained by such an advertisement which the library should afford.

A station run on these lines would require very little in the way of equipment. One or more cases capable of holding 100 volumes each, would be sufficient for the storing of the books and would facilitate their carriage to and from the library. A dating outfit, a fine receipt book, a stock of forms for registration of issues, books required and fines received, etc., and application vouchers for borrowers' tickets, would complete the outfit for the successful administration of such a station as this.

A suitable ruling for the forms of registration is given on next page, and would meet all requirements.



A messenger should call daily for these forms, and also to deliver supplies, etc.

←-----9"----->

**Greenwood Public Library.**

*Tudor Street.* Station Date \_\_\_\_\_

**Invoice of Issues and Returns.**

|     | No. of Book Returned. | Fines Received. |    | No. of Tickets presented by reader who does not return a book. | Reader's Surname. | No. of Book lent to Reader. | Check. |
|-----|-----------------------|-----------------|----|--|-------------------|-----------------------------|--------|
|     |                       | s.              | d. |  |                   |                             |        |
| 12" |                       |                 |    |  |                   |                             |        |
|     |                       |                 |    |  |                   |                             |        |
|     |                       |                 |    |  |                   |                             |        |
|     |                       |                 |    |  |                   |                             |        |
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|     |                       |                 |    |  |                   |                             |        |
|     |                       |                 |    |  |                   |                             |        |
|     |                       |                 |    |  |                   |                             |        |
|     |                       |                 |    |  |                   |                             |        |

Remarks \_\_\_\_\_

Supplies Wanted \_\_\_\_\_

Enclosures :—Tickets \_\_\_\_\_ Ticket Vouchers \_\_\_\_\_ Request Forms \_\_\_\_\_

The charging of the books should be done at the library.

If such an enterprising tradesman cannot be found, other methods must be adopted. A plan which most readily suggests itself would be to rent a large room or shop, fitting it up with the necessary furniture, and placing it under the care of an assistant librarian, who could be in attendance at such hours as the library authority may direct.

Having secured suitable premises, the Library Committee will turn their thoughts to the organisation.

The population is of course the main factor which decides the the number of books required, but as a general rule it is safe to reckon that about 6 per cent. of the inhabitants at least will become borrowers.

The fixtures and furniture required to equip and ensure the efficiency of such a library need not be elaborate, but they should be made of good sound materials, which can only be obtained by dealing with a reliable firm of library furnishers.

Briefly, they would consist of a book stack capable of shelving the requisite stock, a small counter or table, one or more wooden trays to receive book cards and borrowers' tickets. Suitable trays can be obtained in various shapes and sizes, but one which would commend itself is one measuring one foot six inches in length, three inches in width and three inches deep, capable of holding about three hundred cards, similar to those usually supplied by the Library Supply Co.

If an indicator system is introduced, these trays will not be necessary, but for efficiency, economy and neatness card-charging methods are strongly recommended. Several registers will be necessary for recording the issues, particulars of borrowers, defaulters, readers' suggestions and enquiries, and fine receipts and check books. These together with other stationery, etc., should be supplied from the main library as required. The stock of books should not be stationary but changed periodically, so as to give every facility for meeting the demands of the readers and keeping level with the times. It should be fairly representative of all classes of literature, and more especially the particular industries or trades of the surrounding district.

With regard to the issue of books, borrowers' tickets, period allowed for reading, and other details of administration, the same system in vogue at the main library should be found practicable.

Another important point requiring careful consideration is how to keep the station in close touch with the main library. This can be accomplished in several ways, and the one which presents itself as being the most direct and efficient is the installation of the telephone. By this means the assistant would be able to communicate immediately with the main library, should he be unable to answer enquiries, to ascertain the availability or otherwise of books at that library for the use of his own readers, and many other advantages too numerous to enumerate here.

Although delivery stations are not desirable from an educational point of view, inasmuch as they do not cater for the higher tastes of the public, yet they are a means of supplying the literary needs of a district where the income may be small and the population scattered.

HARRY PETERS, *Lewisham*.

**30. Reserved Books.** The practice of reserving books is a great boon to many of our borrowers. A borrower who comes time after time for a certain book, which he never can find in, is often very glad to know that simply by paying a penny, addressing a post card to himself, filling in on the other side the author and title, and, if possible, the classification number of the book wanted—he can have the book reserved for him as soon as it is returned.

After duly filling up the post card, the assistant takes it and puts it in a special tray or place provided for the purpose, and the following day the assistant whose duty it is to attend to the "reserves" searches the issue for the book-card which represents the book when out. When this is found, a small card stating that the book is reserved is placed in

the borrower's ticket containing this particular book-card. The date also is stated on which the book was reserved, and the date on which it is due back should be noted on the post card, as this may save a great deal of trouble ; some books being returned a day or so after they have been reserved, while others do not come in for three or four weeks. In the latter case, should an irate borrower come in saying he reserved the book months ago, it can easily be proved to him that it is not quite so long as he thinks, and by looking in the tray at the date of return, which may be found on the post card, the book card can be shown, which will make him understand that the book is still out on loan.

When the book is returned the assistant notices the reserved card in the borrower's ticket, and at once places the book on a shelf marked "Reserved books." This shelf is cleared each morning and a post card similar to this is sent to the borrower :—

|  |                       |
|--|-----------------------|
| <b>Metropolitan Borough of Islington.</b>                    |                       |
| <b>PUBLIC LIBRARIES.</b>                                     |                       |
| Nov. 11th 1907   |                       |
| The following book   | Morley's "Life of     |
| Gladstone "  | reserved by you       |
| has now been returned, and will be kept for you until 9 p.m. |                       |
| on   | Wednesday, Nov. 13th. |
| JAMES DUFF BROWN,<br>Chief Librarian.                        |                       |

The book is then placed on a shelf marked "Reserved books : post cards sent," and is kept two days for the borrower, and should he not call for it within that time, it is again put into circulation.

Some of the most popular books are reserved as many as four or five times ahead ; this of course keeps other borrowers who have not paid their penny (provided they want that book) waiting a good time. Those who do reserve eventually obtain the book they require. "In the case of very popular books," as Mr. Brown says in his *Manual*, "the possibility of buying a special copy for reservation only should be contemplated." This is certainly fair to the poor man who cannot always afford to pay his penny.



About one half of the number of books reserved consists of music, and if fiction were reserved it would need an assistant to do nothing but attend to this class of "reserves." However, two and sometimes more copies of popular novels are usually stocked by libraries; so it is not so necessary to reserve this class of literature.

WINIFRED E. STEVENSON, *Islington.*

**31. Local Prints.** It is hardly necessary to explain at the outset the great importance attached to such a subject as that which heads this brief article. Every librarian realises—at least ought to realise—that when he is appointed librarian his first duty, after the compilation of the catalogue, is to gather together all the information possible of the surrounding neighbourhood, wherein his library is situated.

Let us then proceed in discussing the manner and way a librarian forms his collection of *Local Prints*. We will divide our subject up into five sections by considering the following questions:—

1. What *are* Local Prints?
2. How and where should prints be exhibited?
3. Should a list of every print be made?
4. Should short notes accompany every entry?
5. Should a London library collect of the immediate locality or spread over the whole of London?

1. *What ARE Local Prints?* Naturally a local print must be a print of some place of interest and importance in the immediate locality. Often enough, when the public perceive that the librarian is desirous of forming a local collection of prints, they will at once search out an old curio which they have had either handed down to them from their ancestors, or which they picked up very cheap from a second-hand bookstall or from an "old curiosity shop." Then they will visit the librarian and ask him to purchase it, sometimes stating a price too terrible for the librarian to dream about. Of course he cannot turn them away, but gently reminds them that the librarian and his library are not made of money. So the public get disappointed and afterwards wish that they had never interviewed the librarian at all, then they could have still gone on dreaming that whatever the article was they had in their possession was still worth what they had supposed it to be. But the mind of the librarian, which at all times is most powerful and influential, soon abolished this idea and left the "good-natured" person in suspense, but who, after careful consideration, had come to coincide with the librarian's views, which, after a while, he deemed incontrovertible.

Sometimes these transactions are very profitable both for the public and for the librarian's collection, but one must have preparatory knowledge before entering upon such an undertaking.

A great deal of study is necessary to a clear understanding as to which *are* prints and which are *not*. A very minute observation is needed to detect the slightest discrepancy in any feature of the print submitted, because genuine prints are the only ones required to make up a collection. If the librarian is not hasty in complying with the wish of the person who owns it, he will soon discover any faults, and thus will not burden his collection with useless material.

2. *How and where should prints be exhibited?* This point of displaying them must necessarily follow. There is no doubt whatever, the Public Library is the place where prints should be kept, but afterwards comes the question, where they should be displayed.

If the library possesses a lecture hall, this will be found the most suitable place to display them, when they should be placed in prominent positions on the walls, or stands especially supplied for the exhibiting of prints, so that everybody may examine them with ease. The hall should be thrown open to the public whenever possible, and notices printed to that effect.

This will prove beneficial to the library in every way. Not only will it increase the number of borrowers in the lending library, but also add to the frequenters of the newsroom and reference library.

Another way of keeping prints is to secure them in portfolios, an example of which will be found in section 317 of Mr. James Duff Brown's *Manual of Library Economy*, revised edition. This will fully explain and therefore will need no further mention by me.

3. *Should a list of every print be made?* When the collection is large enough a complete list, giving every detail connected with each print, should be made in printed form, and put on sale at a very small rate. This will be found very helpful for lecturers, who, with a slight glance at the list can ascertain if there is anything appertaining to his subject contained in the library. They would be better able to explain and illustrate their subject if they had seen with their own eyes a representation of such a scene as they were depicting to their audience. Of course this would apply more generally to those who were lecturing upon the topography of the district.

Mr. Turner in the *Library* for 1898, v. 10, p. 58, says, "In the near future I expect to see . . . reproductions of scarce prints, photographs of old historic buildings, etc." This has not been realised to such an extent as we should like it to be, excepting for one or two libraries which have such lists in their possession, and which are admirably compiled and also give great credit to the librarian.

It is just as much essential to have a list of the prints contained in the library as it is fundamental to have a catalogue of the books.

4. *Should short notes accompany every entry?* This question comes to many, "Is it worth while adding a note to each entry of every print, which is either hung in the hall library or secured in portfolios?" This question may be answered by quoting the old proverb, "If a thing is worth doing at all, it is worth doing well." Why should not the public be considered in every possible way? A good example of a

note following the entry is given in the following illustration, from a list which I have before me; *e.g.* :—

Cheapside :—

Cheapside, Poultry, and Bucklersbury.

[Drawn by Shepherd and engraved by Wallis]; shewing the House of Tegg, Bookseller, formerly the Mansion House; erected by Wren, 1668-9.

Here the visitor, with the list in his hand, satisfies his curiosity, which *must* of necessity arise if all particulars are not stated upon the picture.

5. *Should a London library collect of the immediate locality, or spread over the whole of London?* Before I say anything either one way or the other, I would like to direct my readers' attention to one London library in particular, which has in its possession a unique collection of books, prints, maps, etc., relating to the immediate locality where it is situated. Moreover, being situated in the county of London, the library is made more popular by adding to its local collection prints of places of interest in various parts of this great metropolis, thus making a London library interesting for those persons wishing to gain knowledge upon the topography of London.

The same thing would apply to a town like Guildford, in Surrey, which would not only collect of Guildford in particular but the most part of Surrey.

In this particular instance the library at Guildford is not in possession of its rights, as another library, not one hundred miles off Croydon, has the greater part of the relics of old Surrey in its possession.

A great deal of course depends upon the income of the library whether the foregoing remarks can be put into action. The librarian of a rate-supported library does not have the advantage of bringing together every little item which would add to the beauty of his collection, as much as a librarian of one of our city libraries, for two reasons :— (1) There is very rarely space enough to accommodate for the exhibiting of many prints in a municipal library. (2) The income of a municipal library is not sufficient to allow for much expenditure on the local collection of prints.

There is no doubt that this portion of a librarian's work is one of the most important parts he has to contend with, and it should be his one aim and object to make his library and its contents his continual study, and as such, is fulfilling a good work.

SIDNEY J. PARKER, *Bishopsgate Institute, London.*

*NOTE: Article 23 in the November number, on "Card Charging and Appliances (II)," was by F. C. Cole, Huddersfield.*

## THE SHEAF CATALOGUE.

By JAMES DOUGLAS STEWART, *Islington Public Libraries.*

o o o

### VI.—RULES FOR AN AUTHOR AND TITLE SHEAF CATALOGUE.

44. The Author and Title Catalogue should comprise entries for all books under authors' names, under titles where necessary, and under series if any, and should include references under any other names or words necessary to its use as an efficient means of reference: the whole arranged in one alphabetical sequence.

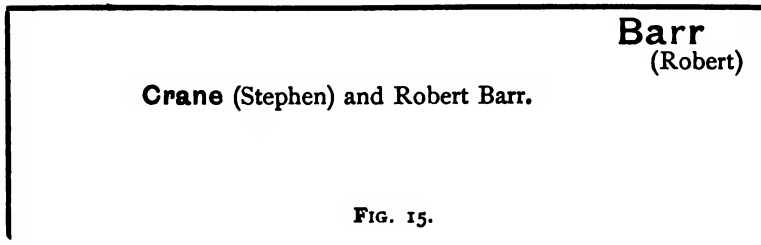
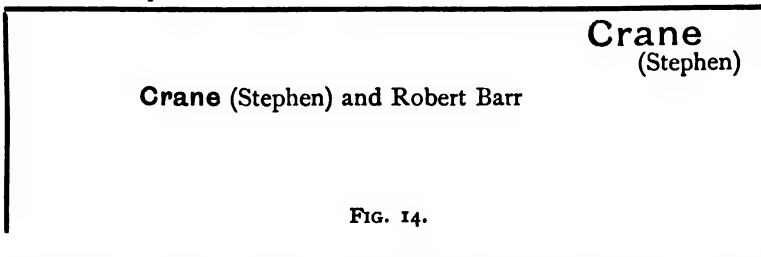
#### *AUTHOR ENTRIES.*

##### *Catchword.*

45. The Catchword for a simple author entry to consist of the author's surname, written in the printed hand (Fig. 5), with the baptismal name or names written between brackets underneath (see sample slip 20, etc.).

##### *Joint Authorship.*

46. When an entry for a book or references to the entry must appear under several names, as in the cases of joint authorship, books by authors using pseudonyms, etc., the *arranging catchword only* to be written in the corner of the slip. The varying forms of the author's name, or the complete authorship, to be shown in full on the first clear line of the slip. Thus :—

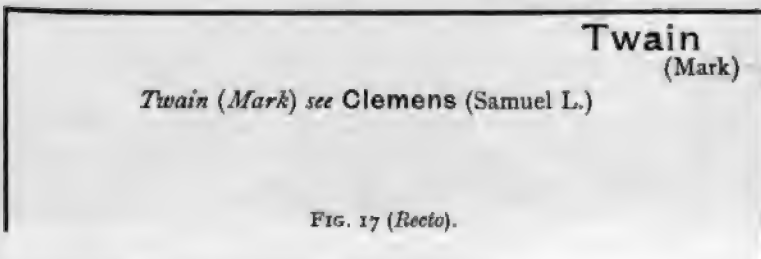
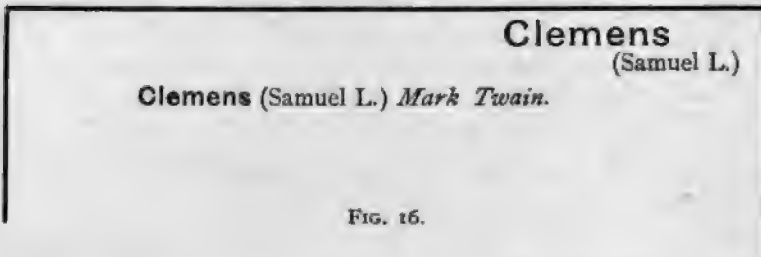


This information to be written on both sides of the slip.

47. In such cases as that shown in Figs. 14 and 15, the entries of books to appear under both authors.

*Pseudonyms.*

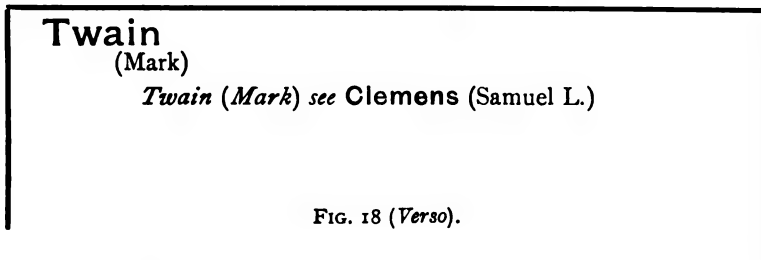
48. Similarly in the case of a writer using a pseudonym :—



In this case the second entry is a reference simply, and the book entries appear only under the main name (Clemens).

*Cross References.*

49. Cross References to be written as shown in Fig. 17. All references to be written on *both sides of the slip*. Thus the above entry would also appear :—



50. If for the purpose of following local usage, a reference only is made from the second to the first name of a joint authorship, then Fig. 15 would be varied as follows :—

**Barr**  
(Robert)

Barr (Robert) *see* Crane (Stephen) and  
Barr

FIG. 19.

### *Simple Author Entries.*

51. After the catchword or heading has been settled, the book entries to be made as shown in Figs. 20 and 21. The degree of fullness in the entries must be settled by local preference, but a medium fullness such as is shown on Fig. 20, will generally be found most useful. Fig. 21 shows a brief entry catalogue.

|   |  |                         |
|---|--|-------------------------|
|   |  | <b>Allen</b><br>(Grant) |
|   | Duchess of Powrysland.<br>London society.  | Fiction                 |
|   | Tents of Shem.<br>Algiers Story of a forged will.  | Fiction                 |
| ○ | Colin Clout's calendar. 1897. <i>Illus.</i><br>Popular nature study.   | E000.4                  |
|   | Colours of flowers. 1891. Coloured<br><i>illus.</i> (Nature ser.)<br>Popular. Deals with the flowers<br>of the British Islands only. | E132                    |
|   |  | [OVER                   |

FIG. 20.

|   |   |                         |
|---|---|-------------------------|
|   |   | <b>Allen</b><br>(Grant) |
|   | Blood royal.  | Fiction                 |
|   | Devil's die.  | Fiction                 |
|   | Duchess of Powrysland.  | Fiction                 |
|   | Tents of Shem.  | Fiction                 |
| ○ | Colin Clout's calendar. 1897. <i>Illus.</i>                       | E000.4                  |
|   | Colours of flowers. 1891. Coloured<br><i>illus.</i> (Nature ser.) | E132                    |
|   |   | [OVER                   |

FIG. 21.

(To be continued.)

## THE LORD OF CREATION IN THE LIBRARY.

By BERTHA PILZGIM.

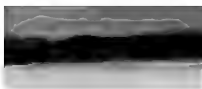
o o o

SUCH a vivid picture of "lovely woman in the library" was given some little while ago by a "mere male" that it occurred to a member of the sex so flatteringly designated that a sketch of the male library assistant as he appears from a "female" assistant's point of view might also have a slight amount of interest; her view, of course, not the subject of it.

It is a matter of regret that the term "lovely" cannot be with equal truth applied to the sex which at present dominates British Public Libraries. The type of man usually employed there is so far removed from the "circle of quality" in looks that I find it difficult to classify him; suffice it to say his defects are obvious to all but himself; and when some of these gentlemen exercise such unique taste in their dress as they do, the effect is beyond all description. If, to re-quote Burns, they saw themselves as some of their female colleagues do, not for a moment do I imagine they would consider the sight as a heaven-sent blessing, even though it might possibly have a salutary effect on that sublime appreciation of themselves. Thank goodness, women have a little more idea of dress than a man, who encases his limbs in long tight sacks of dingy hue, and wears a high tight band (sometimes white) round his throat. This latter conjunction has been compared by a keen observer to a donkey looking over a white-washed wall. Whenever I come across this simile I cannot help thinking of the "mere man" of the library.

He is an unsightly colourless guy, each one as like the rest as peas in a pod, and it seems to be his one aim and ambition in dress to reach this sublime monotony. "The peacock flaunts his gorgeous tail, the lion his tawny mane," but as the poet has so trenchantly put it "Only man is vile." That poet knew what he was talking about; the male library assistant is convinced that *he* also does, but, alas! with pity it must be said the great majority answer to Carlyle's description of mankind.

Doubtless, dress as a subject for conversation has its drawbacks, but it has certainly occurred to the writer that Public Library borrowers do not always appreciate the stale reminiscences of the male library assistant's last night's experiences, as retailed to his colleagues the next morning. The pessimistic views of the choleric old gentleman waiting for that sweet youth to get him *The Descent of Man* or *Is Man a Monkey or a Fool?* are liable to be confirmed and forcibly expressed. It has yet to be decided whether dress or football is the most entrancing or



exciting subject. The views of a borrower waiting patiently while two intellectual youths discuss the relative merits of Chelsea *versus* Manchester United would be of interest.

The male assistant's sense of honour is so keen and pure: he would scorn to take a mean advantage of his fellow workers, and, of course, could not possibly say anything about them behind their backs. He is virtue personified. To watch the lynx-eyed sub. out of the way, and then proceed to show the three-card trick, etc., would be impossible to him; he is above it, particularly if the chief happens to be near—his energy is then remarkable.

Then his gentleness to his juniors in age or experience: such generosity as he displays; he will even allow a junior to do all his work and then take all the credit for it himself, as any praise might puff the youngster up. If any blame comes along he is careful that *that* should go to the right quarter, possibly for the same reason. . . . This obviously needs the high intellect of a male to do it; a woman would never think of such a thing, she would actually do the work herself! This in itself shows how much disparity lies between the sexes in "slim" intellect.

Then his conduct to borrowers is worth comment. It is most edifying to watch the manner in which the average male assistant treats an ordinary borrower, say a workman desiring a book on some technical subject, and then compare that same assistant's demeanour to a member of the Public Libraries Committee or the Borough Council. To the first he is haughty and condescending, naturally feeling that it is an indignity to a gentleman of his position to minister to the wants of a workman, but to the councillor he is all smiles, and would do anything, even to "licking" that gentleman's boots should he desire it. Not that he is a sycophant! Oh no; he merely wishes to be pleasant to the right person.

But if there is one thing in which the gentlemanly assistant does excel, it is in the treatment of a nice-looking girl. This, it must be confessed, shows his taste. Should she desire a novel, he will bring one of Balzac's or Zola's, a few of Hawley Smart's, or, as a last resource, one of Mrs. Ewing's, convinced that her taste must lie in one of these directions. But should one appear who does not quite satisfy his critical taste and fastidious judgment (he is rendered critical by his wide and varied personal experience) she is left severely alone, doubtless to her sorrow, while he critically surveys her, making audible and not always strictly grammatical remarks on her appearance to his colleagues.

His deep and extensive literary and historical knowledge is unique. When asked by a borrower if Dante is in the library, he promptly (if he is not reading the latest football news, *sub rosa*) says he doesn't think so, and hasn't seen the gentleman.\* If asked for Ruskin's *Sesame and Lilies*, he desires to know if it is a new book on gardening. When asked if *The Mystic Rose* is in the library, and he cannot find it, he asks if Jones's book *How to grow Roses* will do instead. How accommo-

\* A fact.



dating! What thoughtfulness!! None but a Douglas H—— could think of thus indulging the average borrower. Public Libraries assisting in the mental cultivation of Great Britain?—of course, if only Public Libraries Committees will despise the woman, and appreciate the high intellectual qualities and wonderful originality of the man, the place they take will be indeed exalted, not to say a giddy height.

One curious anomaly to be noted is, if the male library assistant is such a masterpiece of learning, why is he almost invariably looked upon with scorn and spoken to with a certain amount of condescension by his fellow employees in the service of the Council? Curious, isn't it? The other borough officials evidently cannot appreciate his colossal intellect, university education, and Grandison manners. In fact they often wonder why such big heads hold so little.

That self-complacency which has been so feelingly commented on by one of them is a marked feature of the whole tribe. A little knowledge is indeed a dangerous thing. The sweet, innocent way in which they plagiarise an idea and write folios upon it, fondly imagining they are enlightening a waiting world which is lost in wonder and admiration, is really too funny; but even if such people have had such a defective education surely it is obvious enough, without making it absolutely obnoxious to their unfortunate fellow workers.

Then his modesty!! Well, of course, Shakespeare was clever, no doubt. Scott, Thackeray, Darwin, etc., he considers rather "brainy," but even they did not succeed in obtaining a certificate of the Library Association. Not that he is conceited, certainly not; he only possesses a right knowledge of what his talents really are, and what he is capable of doing, if an unkind fate and an unappreciative world would only allow them to blossom forth in all their beauty.

To see the male library assistant at play is indeed a sight for the gods to enjoy: the annual cricket matches in which his soul rejoices, when he throws off the one-time spotless collar and cuffs, and false shirt-front, and appears in all the glory of "flannels," or strictly speaking half-and-half sort of attire, to show his manly form in all its perfection. The feminine few who see gaze in rapt adoration and are thankful he doesn't know what they really think of him, as he might be offended. This is always a great sight, but when such champions as S. T. Ewart, Bersay Pepcroy, or the renowned Douglas Hartham take the field, then indeed words fail to express the feelings of the spectators. These heroes are not unaffected by the unfeigned enjoyment of the lady spectators, but affect a lordly indifference. They have long got this attitude by hours of practice before waiting library borrowers, and it is therefore easy to assume; but if obliged to listen to the undisguised rapture he will dilate on how much Grace or Ranji would learn if only they could see him and take a few "tips."

But the crowning point of his lofty career is when he is placed on the committee of the L.A.A. He is then gratified beyond all measure. What does it matter if he only earns twenty-five shillings a week, and cannot satisfy all his needs? All such mundane thoughts are lost in the sublime glory of that moment when he rises to return thanks to

Mr. Wastebreath for trying to knock a few ideas into his wooden head. (He does not express it quite so truthfully.) Alexander at the height of his glory knew not such an ambitious moment. Imagine a woman occupying such an exalted position! Never! her head would be turned; even *he* is excited.

It is the picture of a lifetime to observe at a meeting of the L.A.A. the intellectual vacancies and would-be luxuriant moustaches of the doughty male champions of librarianship. Those massive heads (sometimes called swelled) and intellectual expressions! To imagine for a moment that a woman could meet such giants on an equal intellectual basis would be absurd. No; the future of British Public Libraries is in their hands, and if they cannot effectually close the door against the woman, then in all their chivalrous manhood they will push or ridicule her out of the profession. There is an old joke about librarians and gentlemen; it is quite easy to draw the distinction as regards the ordinary male assistant.

It has been suggested by an optimistic writer that the woman assistant might marry the man assistant and solve the difficulty of the competition between the two. Well, doubtless, from his point of view it would be an excellent solution, but really he should look facts in the face as far as he possibly can. He can really hardly expect a girl of average intelligence to give up all hope in life and become tied down to . . . well, the average male library assistant. No, the better solution of the difficulty would be that he should make an effort to improve himself (difficult, no doubt) and so make himself less an object of contempt and derision than he is at present, and more worthily be her colleague in a good profession.

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[Now that the ladies have had the last word in this amiable discussion, and have said it with a vigour which the mere male has not dared to employ, perhaps the parties will kiss and be friends. Both Miss Pilzgim and Mister Hartham know perfectly well that what has been said on both sides only applies to a very few assistants of both sexes. There are a few male gawks with more collar than shirt, as Miss Pilzgim has hinted, while there are also a few uncouth and silly girls without culture or manners. But these are in a diminishing minority, and there are plenty of first-class librarians and assistants of both sexes who are quite capable in every way, and willing to assist anyone with courtesy and efficiency. They could also grace an L.A.A. tea-struggle or shine at a Buckingham Palace reception.—ED.]



## LIBRARY LECTURES.

O O O

THE Borough Librarian of Plymouth (Mr. W. H. K. Wright), early in 1906, inaugurated a series of free lectures on Saturday afternoons, and they have proved a great success. The attendance varies from seventy or eighty to one hundred and fifty; the room on many occasions being crowded. The lectures are delivered in the large hall (formerly the Guildhall, now the magazine room), and some of the leading ladies and gentlemen of the town supply the lectures and preside over these gatherings.

The following is a list of the subjects which have been treated:—

1. "A Brief Chat about Books and Authors." (The opening lecture.)
2. "Wit and Humour in Literature."
3. "George Borrow, the Cornish Gipsy Scholar."
4. "The History of a Book," a paper on the art of printing, by a practical printer.
5. "The Navy in Literature and the Drama."
6. "Charles Kingsley: Poet, Cleric, Novelist."
7. "Literary Punsers."
8. "Some Master Minds of the Victorian Era." (Carlyle, Darwin, Ruskin, Tennyson.)
9. Selections from Dickens's "Christmas Carol."
10. "Has the Study of Shakespeare Declined?"
11. "Books in the Balance." (A paper on Critics and Criticism.)
12. "Dante."
13. "Robert Burns: His Inspiration and Genius."
14. "Shakespeare's Heroines."
15. "Samuel Taylor Coleridge," with a Recital of the "Rime of the Ancient Mariner."
16. "John Keats and his Poems."
17. "The Poetic Principle of Edgar Allan Poe."
18. "Thomas Moore; the Minstrel Bard of Erin."
19. "Shakespeare as a Musician; with the Music of his Time."
20. "Charles Dickens," with special reference to the social conditions, prisons, &c., which he satirizes in his works.
21. "William Browne, Poet, of Tavistock, Devon;" author of "Britannia's Pastorals."
22. "Longfellow's place among the poets."
23. "Pioneers of Empire; or, the Sea-Kings of Devon."
24. "An Hour with Charles Dickens."
25. "Walt Whitman, the Prophet Poet."
26. "Tennyson's 'Idylls of the King.'"
27. "Sir John Hawkins, the Sea-Dog of Devon."
28. "The Minor Poems of Thomas Campbell."
29. "John Ruskin: a Silhouette."
30. "A Worthy of Devon: Sir Walter Raleigh."
31. "Christmas Readings and Recitals from Charles Dickens"



## A PATIENCE EXERCISER, OR OBSTRUCTOR.

(With Apologies to Addison).

*By* WILLIAM KIRK OSWALD.

o o o

WHEN I feel dull and out of sorts I very often walk by myself to our public newsroom, take a chair and sit down to muse on the place, the use to which it is applied, and to study the strange people who frequent it. The feelings produced by this study fill my mind with a kind of melancholy, not altogether unpleasant to one of my temperament.

Business took me the other day to a town close by, and after settling my little affair I found that I had an hour to wait for my conveyance home. Being tired of coffee-houses I thought of the town's newsroom, and after a little enquiry I made my way to the place. I found it to be a nice commodious-looking building, with a library and museum under one roof.

It being my first visit I passed slowly along the lobby, taking note of the arrangements, and noticed a room on the right with a tall curious-looking arrangement standing on a long counter. Half a dozen or more spectacled people were peering anxiously at this thing, and I came to the conclusion that it was a part of the museum. Being of an enquiring turn of mind and never having seen such a thing before, I went into the room, and stopping a little distance from the door, saw what I thought to be the model of an Eastern tomb, with the coffins arranged on tiny ledges. I was a little apprehensive as I was not quite sure if the place was private, and a paroxysm of coughing with which I was at that moment seized failed to attract, as the individuals in the room were so preoccupied scanning this exhibit that they never took the slightest notice of me. My curiosity being now thoroughly aroused I stepped boldly in to examine the structure, and took up my stand in a corner near the door to see what it all meant. I observed that the floor all round the base of the exhibit was well worn, no doubt accounted for by the many feet that had crowded and shuffled around it.

My attention was instantly fixed on a very kindly-looking and benevolent old gentleman with long white hair, attired in a long dark green coat and wearing a tall hat. It has always been my endeavour when studying how things are done to watch the operations of one person, so I determined to watch the old gentleman before going forward to make a more minute examination of the barrier-like structure. After a little watching I felt my heart go out to my old friend, for I thought that he had a kind of St. Vitus's dance, for no sooner had he looked on a dirty torn book than he went to this puzzle, and adjusting his spectacles to the uncertain light appeared to read or try to decipher a narrow piece of the exhibit running in one line from the top to the

bottom. He repeated the same methods or tactics half a dozen or more times, scrutinizing the framework closely and each time running his finger down different parts of the frame, and then coming suddenly to a dead stop whenever his index finger touched a certain spot. I observed that the book he looked upon so often was fastened to the counter ; otherwise, I suppose that he would have carried it about with him on his journeyings to and fro. Sometimes after looking at the book he would suddenly go back before he even looked on the exhibit, as he appeared to forget the information or whatever it was that was stated in the book. There were also several other books which he occasionally examined before he found what he evidently was looking for.

At last, after one of his searches or examinations, I heard him give a sigh of relief and then he tottered up to a small opening between a portion of the exhibit, and spoke to a young damsel who came from a passage somewhere behind. His action somewhat surprised me, for I thought somehow or other that he was both deaf and dumb. This young miss then went off out of sight, and shortly after came back looking somewhat crestfallen and evidently having to apologise for something. The old gentleman then went to our puzzle and got the young lady to alter something behind the frame. My old friend then began his searches in the books and on the exhibit again, and after many attempts he again spoke to the young miss, who this time brought him a book from a shelf near by, which he received with many expressions of thankfulness, evidently thinking that he had got his reward at last for his labours. The young lady, let me remark, before parting with the book wrote something on a little card, and also on a piece of paper, **at the same time marking the book with a stamp.** The old man then slowly left the room wiping his eyes and looking thoroughly exhausted after his eminently trying experiences.

I then went forward to examine the affair with a considerable degree of interest, and confess I was puzzled at the appearance of the thing, and on a closer scrutiny found it had a decidedly cheap-looking appearance quite out of keeping with the mahogany counter. When I see such marked differences in furnishings, it makes me think of the many broken-down gentlemen to be seen in our streets, with silk hats and their toes almost peeping out of their boots. However, this is by the way, so let me proceed rapidly, for it were needless, gentle reader, to weary you with a narrative of my endeavours to understand the thing, nor of my many guesses at the use for which it was evidently intended. After coming to the conclusion that it was meant for use, more than ornament, I bethought myself of the books lying on the counter which my old friend had so diligently perused. These I found to be the catalogues of the books in the library, and after an examination of them I came to the conclusion that the numbers at the ends of each title evidently applied to the numbers on the stand, though I did not fully understand this at the time. When looking on these pages I noticed the titles of three books which I happened to read a long time ago, and for the sake of curiosity I noted their numbers, which curiously



enough succeeded each other. 14001 was a *Life of Queen Anne*, 14002 was the *Works of Josephus*, 14003 was the *Works of Molière*. It did strike me as curious that Josephus should be sandwiched in between Queen Anne and Molière. Another instance, thought I, of the all-devouring hand of time which levels everything and brings the most unlikely things and persons together.

I then summoned up courage to speak to the young lady at the counter, who, I found, got many questions like mine, for she had a pile of circulars in a drawer under the counter and handed me one which explained the working of the apparatus. I read that it was called an indicator, and was there for the purpose of telling whether the various books were out or in, the little partitions or shelves being marked black and white according as the books were in or out. An indicator, according to my dictionary, is "a thing that points out or indicates," but this one was not infallible as I thought of the old gentleman.

Thus is it ever with the things of life : when unknown they appear strange and beyond us, but when we have learned our lesson how simple and everyday they seem after all. On my way home I meditated on what I saw, and came to the conclusion that if I were a member of that library, or of any other library, I would always wish to find my way among the shelves and choose for myself the books which I wanted. I had not time to go to the newsroom owing to this Patience Exerciser, or Obstructor, which had not been regulated for the day's work, and though the machinery may be loaded with some kind of ingenuity it must add to the confusion of those who want a certain *book*—and who naturally have no interest in its *number*.



## VIEWS CURRENT.

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SOME sage, at one time or another, discovered that persons who were much addicted to sarcastic criticism were usually most frightfully sensitive and thin-skinned themselves ; being unable to tolerate the slightest reflection upon their own conduct. Whether it was Æsop, Epictetus, Marcus Aurelius, Montaigne, Bacon, La Rochefoucauld, the Modern Pythagorean or the author of the *Tin Trumpet*, who first made this profound discovery, it is quite certain that its truth is amply proved by the squirms and antics of certain members of the Library Association who resent any remark on themselves, whilst invariably falling foul of everyone with whom they differ. There are several prominent specimens of these soft-shelled crabs about, and their mission in life seems to be to wield a bludgeon as the outward token of their humorous geniality. One such sensitive individual is particularly

handy with his club, and spends most of his leisure in looking for heads to smite. His immediate friends say it is only his superabundance of humour—only pretty Fanny's way, as it were—but those who are assailed by this strenuous humorist fail to see the fun of such a one-sided arrangement. An unfortunate phase of this sand-bagger's method is that he cannot "go for" an institution or proposal without indulging in personalities which are quite unnecessary for the support of his case. Now, I respectfully urge this gentleman to remember that anyone can play at this game, and also that he who runs amok with a bludgeon must not think himself secure against a counter demonstration with a two-inch spanner or other handy truncheon. Furthermore, it might be pointed out that, in this particular case, the methods of the sand-bagger are only tolerable, if at all, when employed by persons who have *really* distinguished themselves in librarianship. The vigorous critic of any institution is generally one who has done absolutely nothing to differentiate himself from surrounding mediocrities, and his loud-voiced complaints or criticisms are uttered with the sole view of attracting a little attention to his own self-importance. As for his real interest in the Association—  
P.O.U.F.

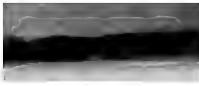
The most exciting event of recent years occurred on January 22nd at the London Bear Garden in Clare Market, when two complete sets of comedians produced the screamingly funny farce entitled :

L'INSTITUT;

ou,

LES TROIS TAILLEURS DE LA RUE DE TOOLEY.

The curtain rose on a dull, curtained, smoke-begrimed apartment, lit by half-exhausted electric bulbs, in which were assembled three or four ladies, surrounded by dozens of beardless youths, attired chiefly in collars and sack-like trousers and looking most severely important. Here and there were sprinkled a handful of individuals who might almost have been mistaken for librarians, owing to their restless and nervous fidgeting and general air of smug, but superior humility. Les Trois Tailleurs occupied the *loge* on the left of the stage, and made herculean efforts to look calm and unconcerned while the performance went on. No go, however. One could see, as the farce proceeded, symptoms of unrest assailing the Trio; and when the monologue was halfway through, one looked like a bleached muffin, another like an overdone shrimp, and the third gave vent to rhythmic explosions of forced and uneasy laughter—to hide his wrath and simulate an attitude of jaunty unconcern. Dear heart! it was a woeful exhibition. On the stage, and in possession of the room and everything else, was the Janus of the occasion, playing the part of Jekyll and Hyde to perfection, and prancing on Les Trois Tailleurs like an infuriated elephant. Emphatic? Bless us, it was sufficient to bring down the plaster! He thumped his hands together, smote the stage with his feet, brandished his cuffs, made vigorous points with his finger, quaffed about three quarts of



water and generally rampaged over the whole place. He (or the other fellow) tore down the scaffold poles of L'Institut, as yet the only visible part of this wonderful conception, and split them into match-wood. He (or the other fellow) erected another wonderful edifice on the ruins, and sat down without giving a single valid reason why anyone should bother about the registration of the profession. The other comedians who joined in the fray were really too funny for words—every man-jack repudiating the idea of personalities with splendid scorn, and tumbling over his neighbours in frantic eagerness to blast the fair name of the other performers. In their zeal for pulling each other's hair and dusting the floor with some other fellow's arguments, the object for whose benefit the performance took place was forgotten, and not a single actor addressed himself to the point at issue. In the end the topic was despatched to Limbo, where perhaps it will remain till this silly craze for ineffective professional registration has been abandoned.

R.S.O.

A register of librarians, to be of any real service to the public or the library profession, should be based on one unmistakable qualification—the possession of a diploma guaranteeing professional education and ability. Such a register could be commenced at once, and every person enrolled could be confidently recommended for any post he sought. There is no need to wait for ten, twenty or fifty years for education and death to clear out the unfit; the thing is not to start with the dead-heads or uncertificated men at all, but to recognize only those who have proved their claims to attention. If registration on these lines were tried, it could get a fair start by the enrolment of every diploma-holder, and everyone who held five or more certificates of the L.A. In five years' time the register would be closed to all save diploma-holders, and the end would be accomplished without the need for special machinery of any kind. The older men do not care for general registration—it does not in any way interest them—but it might be an incentive to the younger generation to improve their status and educational equipment.

F. L. A.

(*Sotto voce.*) S-sh! G. T. S. is on the war-path again, because he's got nothing worth advertising. Let's all hide!

R. O. T.

A great deal of disappointment has been caused among librarians by the appointment of a journalist to fill the post of librarian and curator at Dundee. Such appointments as this are very discouraging to those who are eternally preaching the value of special training and high education for librarians, and place a premium once more on the man with the local "pull," minus special qualifications. Scotland has been notorious in the past for mistakes of this kind, and there is no doubt that its backward position in library work is due to a preference for the untrained local man, who is content to carry on things



as he finds them. We have no fault to find with Mr. A. H. Millar, the gentleman appointed, who is a learned and estimable antiquary with some special knowledge of art, but we must protest against any system of making appointments to positions where special qualifications and training are essential, which fails to recognize the need for technical knowledge. Of course it is absurd to suppose that registration of the library profession or the establishment of a trade-union Institute would have any bearing on cases like this. No local authority could ever be compelled to appoint registered men only, and without this compulsory feature registration would merely be an ineffective sham. Apart from this, the Dundee appointment was not really so bad as some are willing to believe. The untrained candidate was only elected by two votes over Mr. Caddie, of Stoke-upon-Trent, the next trained candidate. The voting was :

|        |     |     |     |    |
|--------|-----|-----|-----|----|
| Millar | ... | ... | ... | 11 |
| Caddie | ... | ... | ... | 9  |
| Deas   | ... | ... | ... | 0  |

and it is significant that Mr. Caddie secured eight out of the ten non-council members, while Mr. Millar only had two supporters of this class and nine members of council. Those who are disposed to doubt the wisdom of having co-opted members on a library Board will now recognize the value of such independent citizen service. The Dundee library, in many respects, requires re-modelling and bringing into line with modern practice, and it remains to be seen if Mr. Millar is going to do it, and in what way.

S. P. Q. R.



## PROPOSED INSTITUTE OF LIBRARIANS.

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THE following document has been distributed among librarians and others :—

*Preliminary Committee* :—Messrs. E. A. Baker (Woolwich), J. Duff Brown (Islington), F. J. Burgoyne (Lambeth), T. Duckworth (Worcester), E. McKnight (Chorley), R. A. Peddie (St. Bride's Institute), A. J. Philip (Gravesend), G. T. Shaw (Liverpool Athenæum), A. Sparke (Bolton).

DEAR SIR,

The above committee, appointed at a meeting called during the Glasgow Conference (1907) of the Library Association, with instructions to consider the formation of an Institute of Librarians, has drawn up the following tentative proposals, on which your opinion is desired. A meeting will be called at an early date to consider these proposals together with any amendments that may be received.

## PROPOSALS.

The title of the new Association to be "The Institute of Librarians."

*Fees* :—Fellows. Entrance Fee, 5s. Annual Subscription, 10s.  
Associates. Entrance Fee, 2s. 6d. Annual Subscription, 3s.

*Note* :—When an Associate is transferred to the Fellows' Roll his entrance fee will be 2s. 6d., making the total 5s., *i.e.*, the same as it would have been had he been elected a Fellow in the first instance.

The membership of the Institute to consist of Fellows and Associates, and the following qualifications are recommended. A Fellow shall be actively engaged as librarian of a non-commercial library, and shall have been in the exercise of his profession for at least five years, or shall be in the position of sub-librarian, chief or senior assistant, and shall have been in the exercise of his profession for at least eight years, or be in possession of at least four certificates of the Library Association.

Associates will include anyone actively engaged in a professional capacity in a non-commercial library and not admissible to fellowship.

The personal qualifications of each candidate will be taken into consideration by the council, who reserve the right to refuse admission to persons guilty of conduct derogatory to the profession.

The objects of the Institute will not be to discuss ordinary questions of library science or politics, but its endeavours will be confined to the objects set out in the constitution.

The Institute will deal with all questions of professional etiquette, and will improve the condition of the Profession and the Professional Status by all legitimate means,

and will consider the desirability of establishing a register of professional qualifications,

and will compile, if deemed desirable, for the use of members, an index of all libraries, and an index of all library positions, giving all information and particulars likely to be of use,

and will consider the foundation of a benevolent fund with the various funds usually included in that term, a superannuation scheme for municipal librarians.

If deemed desirable the Institute will affiliate with the kindred associations, and so far as municipal officers are concerned, with the National Association of Local Government Officers. An endeavour will be made at an early date to secure a meeting room and to obtain the services of a paid secretary and a legal adviser. It is believed that this meeting room will eventually develop into a club in the fullest sense of the word.

Yours faithfully,

ALEX. J. PHILIP,

*Hon. Sec. of the Provisional Committee.*



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

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**Belfast.**—The Falls Road branch library building, presented by Dr. Andrew Carnegie, was opened early in January, and is the second out of three libraries which were given by the donor.

**Blackpool.**—A great deal of unnecessary fuss has been made in the newspapers over an alleged statement of Dr. Iredale, medical officer of health, to the effect that he considered all Public Libraries were "plague spots" owing to the disease which was spread through the circulation of library books from infected houses. If this is a true report, then Blackpool and its medical officer must manage its libraries differently from most other towns in the country, where elaborate precautions are taken to ensure that library books found in infected premises are seized by the medical officer of health, and either destroyed or disinfected. If Blackpool Library is a "plague spot" as above insinuated, then the sooner the responsibility for such a condition is fixed on the right shoulders the better. At present Blackpool seems to stand alone as a library without proper medical supervision.

**Brentford.**—On behalf of the Brentford Public Library Committee, the Rev. W. Edwards asked the magistrates to excuse the library from paying poor rates, on account of its abject poverty. The Bench took the case into consideration and will decide later.

**Bromley (Kent).**—At a meeting of the Bromley Education Committee, held on January 13th, a letter was read from the Board of Education, stating that in the absence of evidence showing that the visit to the Bromley Public Library last year was of educational value to the children, the Board was not prepared to sanction a repetition of the experiment this year with a view to the reckoning of attendances on account of such visit under Article 44 (b) of the Code. H.M. Inspector had been unable to see any essays written by the children last year, and it appeared that the instruction imparted was given, not by the ordinary teachers of the schools, as he understood was to be done, but by the librarian, and that the essays written afterwards were not criticised or corrected by any of the school staff. There appeared to be some miscarriage of the essays, and misunderstanding of the subject, and it was referred to the School Management Committee to make enquiry. Meanwhile, this action of the Board of Education seems to raise the whole question of the validity of visits of classes of children to libraries during school hours, such as are common at Cardiff, Croydon, and other places.

**Dublin.**—An extraordinary situation has been created in Dublin by the sudden closing of all the Public Municipal Libraries, owing, it is alleged, to the district auditor having surcharged the cost of maintaining the libraries out of the Borough Fund. In Dublin the Public Libraries Acts do not appear to have been formally adopted, and hitherto the libraries have been supported from the general funds. The situation seems to be complicated by all kinds of political questions, and the Sinn Fein party, among others, have been blamed for causing the deadlock.

**Leyton.**—The second of the Carnegie Library buildings was opened in High Road by Councillor Grey, J.P., chairman of the Urban District Council, on Saturday, January 18th. The ceremony was successful, and a large number of ratepayers and others attended.

**London: Islington.**—The first social evening of the Islington Libraries Club was held on Wednesday, February 5th, at the Central Library, when nearly every member of the staff was present, accompanied by friends. In all, about seventy attended, and a most successful and enjoyable evening was spent. The lecture-hall was used for dancing, a concert and a dramatic sketch, the committee-room for refreshments, and the lending and juvenile departments as cloak-rooms. The following programme, which was carried through almost entirely by members of the staff, will give some idea of the entertainment:—

## PART I.

1. Piano Solo ... .. "Rondo Capriccioso" ... .. *Mendelssohn*  
Miss O. E. Clarke.
2. Song ... .. "The King's Own" ... .. *Bonheur*  
H. T. Coutts.
3. Veleta.
4. Violin Solo ... .. "Remembrance" ... ..  
Miss R. M. Lidbetter.
5. Song ... .. "Carmina" ... ..  
Miss E. Glenister.
6. Post-card Dance. (Flirtation Waltz for Leap Year.)
7. Song ... .. "O whistle, and I'll come to you, my lad" ... .. *Burns*  
Miss M. D. Brown.
8. Barn Dance.
9. Recitation ... .. "The Lover's Sacrifice" ... .. *Woodworth*  
Miss N. Morgan.
10. Violin Solo ... .. "Romance in G" ... .. *Beethoven*  
James D. Stewart.
11. Islington Libraries Club Lancers.

## PART II.

12. Humorous Sketch ... .. "Lights Out" ... .. *Max Pemberton*  
Algernon Cuffe ... .. Miss M. E. Griffiths.  
Louis Ward ... .. Miss R. L. Duménil.  
Beket (a footman) ... .. Miss E. Bobbitt.  
Theresa Hill ... .. Miss G. O. Skuse.  
Bessie Lambton... .. Miss E. Glenister.  
Kate Munroe ... .. Miss H. A. Funnell.
13. Lancers.
14. Song ... .. "Go to Sea." ... ..  
Claud St. Clair.
15. Lancers.
16. Song ... .. "Would you mind passing the salt?" ... ..  
Frank Glenister.
17. Waltz... .. (*Merry Widow.*) ... ..  
Accompanist: Miss G. Bowman.

On February 7th the Islington Borough Council unanimously passed a recommendation of the Public Libraries Committee to complete the scheme of libraries for the district. There is to be a modification of the original scheme, which provided for a central and four branch libraries, owing to the difficulty of maintaining so many buildings out of an income which has been materially reduced through

loans and the assessment of the buildings to the fullest extent. Mr Carnegie will be asked to allow a fully equipped branch to be erected for the south-east part of the borough, out of the balance of his gift of £40,000, amounting to £10,000, and also to aid in extinguishing the loans.

**London: Lewisham.**—In our last issue we mentioned that a great deal of unnecessary fuss had been made by certain London journals about the Hither Green Branch Library of this borough opening as a newsroom only, and commented that such was a common occurrence. Had not special circumstances compelled the committee to open part or whole of the building within a certain period, the question of opening it at all would have been deferred until a report on stocking it had been submitted for consideration—a report which was then in course of preparation. This has now been done, and in a very short time the library will be opened with a stock of some 3,000 volumes in conjunction with an exchange system with the other libraries. Mr. T. Graham, the chief librarian, who is responsible for the scheme, has every belief in its ultimate success. Lewisham, it must be said, has forged ahead since November, 1901, when the first library was established. This borough has now six libraries—a record in organization—at any rate a work Mr. Graham should feel proud of. The issue of books for the past twelve months at five of the existing institutions was nearly 550,000.

**London: Southwark.**—The Carnegie branch library in the Old Kent Road district was opened on January 3rd by Lord Llangattock, who presented the site on which the building stands.

**Middlesbrough.**—Dr. Andrew Carnegie has promised £15,000 for the erection of a new central library for the borough, subject to the usual conditions.

**Northwich.**—The Public Library building, which has for some time been in a dangerous condition, owing to the subsidence of the ground caused by brine-pumping, has now been closed, and the books transferred to temporary premises in the Salt Museum. Sir John Brunner, the original donor of the derelict building, will provide a new library on a safe site.

**Reading.**—The following useful resolution has been passed by the Reading Town Council:—

“That, having regard to the desire for the establishment of branch libraries in the borough, the Mayor be asked, on behalf of this committee and the Council, to request the member for the borough (Rufus Isaacs, Esq., K.C., M.P.) to do all that lies in his power and influence to promote the passing through next session of Parliament of the new Public Libraries Bill promoted by the Library Association and to be presented by Mr. Tennant, M.P.”

**Walthamstow.**—Mr. G. E. Roebuck, the chief librarian, is proceeding apace with the reorganization of the Walthamstow Libraries on scientific and modern lines, and in connection with the opening of the new branch library at Highams Park last year issued a neat little account of how to use the library, which will be useful to readers and

suggestive to other librarians. The work and general activities of the Walthamstow Libraries have improved and increased greatly under the new *régime*.

An interesting and novel function took place in London on February 4th, when **Sir William H. Bailey**, past-president of the Library Association, gave a "BOOK-WORMS' DINNER" at the Devonshire Club, St. James's Street. The following gentlemen were present, as set forth on a printed card issued by Sir William for the occasion:—Col. Allen, Master of the Broderers Company; E. M. Borrajo, Guildhall Library; J. D. Brown, Islington; J. R. Boosé, Royal Colonial Institute; G. K. Fortescue, British Museum; L. Inkster, Battersea; L. S. Jast, Croydon; H. Jones, Kensington; J. Y. W. MacAlister, Royal Medical Society; J. P. Marshall; H. D. Roberts, Brighton; Dr. F. W. Forbes Ross; H. R. Tedder, Athenæum; W. E. Twentyman, Board of Education; W. J. B. Tippetts, Glaziers Company; F. Whiteley, London.

The following appointments have been made by the Metropolitan Borough of **Hackney**:—To be chief-assistant or sub-librarian: Mr. W. H. **Parker**, Woolwich; to be senior assistant: Miss R. L. **Duménil**, Islington.

Mr. Frederick **Little** has been appointed curator and librarian of the Derby Mechanics' Institute, in succession to the late Mr. Reginald Hodder.

Mr. A. H. **Millar**, F.S.A. Scot., has been appointed librarian and curator of the Dundee Public Libraries, in succession to the late Mr. John Maclauchlan.

Mr. Joseph D. **Myatt**, assistant in the Wolverhampton Public Library, has been appointed librarian at Newcastle-under-Lyme Public Library, in succession to Mr. R. J. Hempton.

The Speaker has appointed Mr. A. **Smyth** to be librarian of the House of Commons, in succession to Mr. Spencer Walpole, resigned; and Mr. **Vivian Kitto** to be assistant librarian.



## REVIEWS.

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**The Literary Year-Book, 1908.** Twelfth annual volume. London: G. Routledge & Sons, Ltd. 1908. Pp. 836. Price 5s.

This issue is a great improvement on its predecessors, especially in the library department, and the book is making itself an indispensable tool for the literary worker. The list of authors has been extended, although it is still rather unsatisfactory as regards both omissions and

insertions, and a supplement comprising a "Classified list of cheap reprints" has been added. The list of libraries has been improved on the lines suggested by us last year, and it is now a useful guide to many points of practice on which information was formerly scattered. For example, anyone wishing to get returns as to the number of places which open libraries on Sunday, or obliterate betting news, or use indicators, has only to refer to the summaries where all this information is contained, and so avoid the trouble of sending out circulars. The only improvement we can suggest on this occasion is not a great one, but it is necessary. The annual summary of "The Year's Work," by a Public Librarian is much too frothy, besides being very inaccurate. None of the figures quoted in it will bear the test of comparison with the totals afforded by the *Literary Year Book* itself. There are not even 600 places in which the Acts have been adopted, let alone "rather more than 600 places," while the statement (on p. 656) that there are about 3,000 librarians and 20,000 assistants of all kinds is so utterly preposterous as to cause one to regard all the other statements in this annual summary as a series of exaggerations. The account of the year's work ought to be confined to things actually accomplished, and not be inflated with the author's views and baseless forecasts on subjects which are as yet very much in the air.

**Book Prices Current.** A record of the prices at which books have been sold at auction from October, 1906, to July, 1907. Vol. 21. London: E. Stock. 1907. Pp. 10+794. £1 8s.

**Book Prices Current.** A monthly (or rather bi-monthly) record of the prices at which books have been sold by auction. Vol. 22. Pt. 1. London: E. Stock. [1908.] Pp. 1-64. £1 5s. 6d. per annum to subscribers only.

The record of the book sales of the past season again shows an increase in the average price of each lot. It has now reached the highest mark touched since the average was first calculated in 1893. It works out at £4 4s. 2d. per lot. This rise in prices is characteristic of the change that has come over the book trade during the last twenty years. The increase in prices in many classes of books is almost without reason, as in many instances we find booksellers themselves paying enormous prices for books which appear regularly in their catalogues for months and even years afterwards. We do not refer so much to the rise of the prices of incunabula. That has been of a steadier nature, due principally to the fact that great libraries are tabulating their stock and filling up gaps. But the rise extends to many other classes of books where the explanation is less easy to find. Mr. Slater says "the competition is confined chiefly to the early editions of the English classics, important manuscripts, books containing inscriptions, and Americana." This, however, is not quite inclusive enough. There has been a very considerable rise in all early books on science and the arts, and one might also mention a comparatively small but perfectly visible rise in Baskerville's editions.

Mr. Slater catalogues in this twenty-first volume of his invaluable work 7,167 lots, as against 6,989 in the preceding volume.

We can only add that *Book Prices Current* keeps up its reputation in its coming-of-age volume, as one of the most valuable tools that booksellers and librarians can possess.

The new departure made in the new volume by publishing it in bi-monthly parts, at the subscription price of £1 5s. 6d., will no doubt render the work more useful still by publishing the results of sales considerably sooner than was previously the case. The principal sale dealt with in Part 1. is that of part of the Earl of Sheffield's library, where 376 lots produced over £3,000.

**Sandwich.** The Story of a famous Kentish Port (with plan). By George Gray (G. Yorke Ray). 1907. *Ill.* by H. Maurice Page, and from photographs. 2s. 6d. net.

Another interesting addition to the "Homeland Handbooks." Written as a historical guide to the chief points of interest. Tells of Sandwich in the early centuries of the Christian era and modern times. Has chapters on Sandwich as a Cinque Port, the haven, parish churches, ancient charities, old gates, some notable men connected with the port, &c., &c.; also gives a map of Sandwich and the Isle of Thanet as it was in 1807. Altogether a very useful little work to anyone interested in Kentish history and topography. The drawings and photographs are well done. Bibliography and index.



## LIBRARY ASSOCIATIONS.

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### JOINT MEETING OF THE L.A. AND L.A.A.

**A**N interesting and crowded conference was held at the London School of Economics on Wednesday, January 22nd, at 8 p.m., to discuss a paper on the Registration of Librarians written jointly by Mr. L. S. Jast and Mr. W. C. B. Sayers, of Croydon. Mr. H. R. Tedder, of the Athenæum Club, was voted to the chair, and opened the meeting by commenting upon the unique character of the gathering. About ninety members of both associations were present, of whom at least two-thirds were library assistants. The librarian element was anything but large, and this fact, together with the absence of every non-municipal librarian save two or three, may be taken as a certain sign that the proposals for registration are regarded with indifference save by library assistants. Messrs. Jast and Sayers dealt



in a very severe style with the proposed "Institute of Librarians," a printed circular in connection with which was shown in the room, and outlined a scheme for the reclassification of the Library Association membership to enable that body to undertake the work of registration. A copy of this scheme is appended:—

"SCHEME OF RECLASSIFICATION OF MEMBERS OF THE LIBRARY  
ASSOCIATION PROPOSED BY L. STANLEY JAST AND  
W. C. BERWICK SAYERS.

We would divide the members of the Association into Honorary Fellows, Fellows, Associates, Members and Student Members.

*Honorary Fellows* would consist as now of "persons who have rendered distinguished service in promoting the objects of the Association, or whose election in the opinion of the Council will be advantageous to its interests or objects."

*Fellows* would consist of (1) salaried librarians, of approved experience, responsible for the administration of a library or library system, holding office on a certain date; and (2) diplomatists of the Library Association.

*Associates* would consist of (1) salaried librarians, not holding chief positions, thirty years of age or over, and with not less than ten years' approved experience, holding office on a certain date; and (2) librarians holding the four technical certificates, *i.e.*, sections 3-6 inclusive, and with five years' approved experience.

*Members* would consist of (1) non-librarians, (2) librarians not qualified as Fellows or Associates, and (3) institutions.

*Student Members* would consist of any persons, under twenty-five years of age, not qualified as Fellows or Associates.

Fellows and Associates would have the right of using the initials F.L.A. and A.L.A. respectively after their names.

The rights and privileges of all classes of members excluding student members would be equal.

Fellows and Associates would pay admission fees."

An acrimonious, but interesting discussion followed, during which nearly every speaker deplored the introduction of personalities and made haste to use some! Mr. Inkster, in a humorous speech, proposed a resolution referring the whole question to the Library Association for consideration and report at the next annual Conference, and this was seconded by Mr. W. B. Thorne, of the L.A.A. The discussion was continued by Messrs. Prideaux, Chambers (Woolwich), Jast, Cawthorne (Stepney), Roebuck (Walthamstow), Sayers, Baker (Woolwich), Hopwood (Patent Office), Kettle (Guildhall), Peddie, Philip (Gravesend) and Lewin, and Messrs. Jast and Sayers replied. On being put to the vote the resolution was carried by forty-eight to four.

LIBRARY ASSOCIATION: NORTH-WESTERN BRANCH.  
ANNUAL MEETING.

THE Annual Meeting was held at the Leigh Public Library on Thursday, January 16th, 1908. There was not a large attendance, only twenty-four members being present, and eleven visitors, about thirty-five in all. The members were received at the Leigh Library by the chairman of the Leigh Library Committee (Alderman H. Speakman, J.P.) and the librarian (Mr. W. D. Pink, J.P.). The members were entertained to tea by Alderman Speakman, who replied to a vote of thanks proposed by Mr. C. W. Sutton. At 5.15 p.m. the annual meeting was held, Mr. C. W. Sutton in the chair. A letter was read from Mr. William H. Berry (chief librarian, Oldham), inviting the members to hold the next meeting at Oldham). It was decided to accept the invitation for April 2nd, if the date be suitable to local circumstances.

Mr. Arthur G. E. Phillips (librarian to the Earl of Crawford) invited the branch, on behalf of Lord Crawford, to meet at Haigh Hall in June. Mr. Phillips said he would be very pleased to do all in his power to make the meeting a success. The invitation was cordially accepted.

The number of members at this date is ninety-six, of whom seventy-seven are members of the Library Association. At the date of the last annual report the membership of the branch was eighty-one, of whom seventy-three were members of the parent body. This is therefore an increase of fifteen in the membership of the branch in the year 1907.

Five meetings have been held during the year 1907, an increase of one on the number of 1906, and of two on 1905:—

Jan. 24th, 1907 (annual meeting), at the Wigan Public Library.  
April 5th, at the Manchester Whitworth Institute.  
May 9th, at the Blackburn Public Library.  
Sept. 16th at the Royal Institute of Fine Arts, Glasgow.  
Oct. 17th, at the St. Helens Public Library.

The following is a list of papers contributed to our proceedings:—

Jan. 15th.—“Library Statistics.” By Alfred Lancaster, librarian, Public Library, St. Helens.

— “How the Branch Associations may help the Library Association.” By Edward McKnight, librarian, Public Library, Chorley, and Ernest A. Savage, librarian, Public Libraries, Liscard.

April 5th.—“Illustration as an aid to literature and culture.” By Robert Bateman, curator of the Manchester Whitworth Institute.

May 9th.—“The Librarian and his social relations.” By Harry Townend, librarian, Public Library, Bury.

May 9th.—“Is it possible to improve the annual meetings of the Library Association.” By J. W. Singleton, librarian, Public Library, Accrington.

Oct. 17th.—“Modern Fiction and the Public Library.” By Alfred Lancaster, Public Library, St. Helens.

————— “The National Home Reading Union and its projects.” By C. W. Sutton, M.A., chief librarian, Manchester Public Libraries.

The Council early in the year considered a scheme, submitted by Mr. Hutt, which suggested that arrangements should be made for the lectures delivered in London under the auspices of the parent Association to be re-delivered to assistants in various provincial centres. This scheme was amended and approved, and sent on by the Council to the Education Committee of the Library Association, who replied that it was quite out of their power to obtain the lectures for this purpose.

Later the Council approached the Director of Technical Education in Liverpool with a view to obtaining courses of librarianship under the control of his committee, and received a courteous promise of aid. The Library Association Education Committee meanwhile had approached the Liverpool University, and on this becoming known to the Director of Technical Education, the latter refused to go further in the matter. The Council have strong hopes that the University will see its way, ere long, to assist in the organisation of lectures.

The 1907 Summer School of librarianship was held, by kind permission of the Library Committee, at the Harris Public Library and Art Gallery, Preston, on 19th, 20th and 21st June. Eighteen students attended. The following lectures were given:—

“History and Practical Description of the Preston Library.” By W. S. Bramwell.

“The Relationship of Art Galleries and Museums to Public Libraries.” By Harry Townend.

“Reading Lists.” By John Hibbert Swann.

“Library Administration.” By Robert Irwin.

“Classification.” By E. A. Savage.

The Council have made arrangements with the other branch and district library associations in the country which will provide for the attendance of one secretary at every meeting of the Council in London, so that the country members in the districts covered by the branches may be officially represented on the Council of the Association.

#### FINANCIAL STATEMENT. JANUARY TO DECEMBER, 1907.

| <i>Income.</i>             |     |     |     |     | £  | s. | d. |
|----------------------------|-----|-----|-----|-----|----|----|----|
| Balance brought forward    | ... | ... | ... | ... | 15 | 15 | 9  |
| Subscriptions              | ... | ... | ... | ... | 14 | 7  | 0  |
| Capitation grant from L.A. | ... | ... | ... | ... | 7  | 0  | 0  |
| Summer School fees         | ... | ... | ... | ... | 2  | 5  | 0  |
| Bank interest              | ... | ... | ... | ... | 2  | 0  | 0  |
|                            |     |     |     |     | 39 | 9  | 9  |

| <i>Expenditure.</i>                      |     |     |     | £   | s. | d. |
|--|-----|-----|-----|-----|----|----|
| Printing and stationery...               | ... | ... | ... | 6   | 10 | 6  |
| Postages...                              | ... | ... | ... | 5   | 8  | 9  |
| Secretary's expenses to meetings of L.A. |     |     |     |     |    |    |
| Education Committee (7/3/07) and L.A.    |     |     |     |     |    |    |
| Council (15/11/07)                       | ... | ... | ... | 5   | 0  | 0  |
| Reprint of Mr. Pollard's paper           | ... | ... | ... | 1   | 17 | 6  |
| Sundries...                              | ... | ... | ... | 1   | 19 | 7  |
| Summer School expenses                   |     |     |     | £   | s. | d. |
| Printing                                 | ... | ... | ... | 3   | 2  | 3  |
| Prizes                                   | ... | ... | ... | 1   | 19 | 0  |
| Travelling expenses                      | ... | ... | ... |     | 19 | 6  |
| Postages                                 | ... | ... | ... |     | 15 | 3  |
| Balance in hand                          |     |     |     |     | 11 | 17 |
|  |     |     |     |     | 5  |    |
|  |     |     |     | £39 | 9  | 9  |

The report and balance-sheet were adopted, subject to audit.

#### ELECTION OF OFFICERS AND COUNCIL.

The following is a complete list of the elected officers and Council:—

*President.*—Councillor T. C. Abbott.

*Vice-Presidents.*—Messrs. P. Cowell and C. W. Sutton.

*Secretary.*—Mr. Edward McKnight.

*Summer School Secretary.*—Mr. James Hutt, M.A.

*Council.*—Messrs. W. E. A. Axon, LL.D., H. T. Folkard, F.S.A., Henry Guppy, M.A., C. H. Hunt, Alfred Lancaster, John McLean, Charles Madeley, A. G. E. Phillips, E. A. Savage, John Shepherd, J. W. Singleton, and H. Townend.

The chairman called upon Mr. Hargreaves Wilkinson (Rawtenstall), to read a paper on "Distributing Stations."

Mr. Wilkinson described the peculiar and difficult nature of the borough of Rawtenstall, its area being 9,528 acres in the centre of a very hilly district. He stated that arrangements were made with the Education Committee to allow the Library Committee the use of a class-room in four schools. Large letter-boxes were placed on the school railings and at convenient places in the borough. These boxes had to be the receptacles for the lists which the borrowers sent down. The contents of the boxes were forwarded by post at a specified time, to the central library. The card-charging system is in vogue. The card of the new book that is being taken out is placed upside down, together with its pocket, behind the card which represents the book already in that particular borrower's possession; so that when a borrower brings a book the charging-card is found in the ordinary way, and on taking out the card from behind it the book and author are found, that have been taken up for this particular borrower, from the list which he sent down. The whole of the books taken up to the distributing station are split up and arranged according to their classification, so that they can be found without trouble. The books are stamped with

a date and a special letter, each station having its own letter, so that if the book is presented at the central library at any time in the intervening period the stations are held, the assistant, whoever he may be, can turn at once to where the card representing the book is placed. The books are conveyed in specially made boxes which serve as bookcases on arrival at the stations. Up to now the system has been tried ten months, and has worked without a single hitch, and satisfies the districts. If a large quantity of numbers are sent down the system is practically equal in every possible way to a person bringing a list to a library that was not "open-access."

Mr. Wilkinson answered a few queries and then the chairman called upon Mr. G. T. Shaw to read a paper on:—

"THE L. A. ANNUAL MEETING—AND AFTER."

Mr. Shaw said the powers that be in the Library Association had decreed there should be no criticism of the L. A. and its officers' actions in the *Record*, and there was no alternative but to turn to the branches and there submit to discussion actions and policies which affect the Association as a whole, as well as those affecting the branches. The chairman of the Publications Committee had described the papers read at the annual meeting as "lacking in the practical element and confined too much to generalities, having no particular reference to the needs of the moment." Dealing with the election of council, etc., Mr. Shaw said the L. A. Council in London for the purpose of avoiding an election by the general body of members had discarded two of the vice-presidents (who had been elected year after year) in order to appoint other men, whom they in London thought more worthy of the honour. He had wanted to use "Current Views" to protest mildly against jockeying the business meeting, but was defeated, and so retired from the joint editorship of that section of the *Record*. At present discussion is hushed at the annual meeting and criticisms of the Council's actions rigorously suppressed in the *Record*. How long do the officials of the Association think that our members will be content to go on paying subscriptions to an association which is not doing its work and yet will not listen to complaints or accept suggestions? Common-sense dictates an inquiry into the cause of the discontent of the branches, mentioned by Mr. Hulme. The discontent of the branches is an unhealthy sign for the Association as far as the *in status quo* policy is concerned, but it is a healthy sign for the library movement in England. The number of annual meetings are numbered as at present managed.

If the L. A. officials persist in ignoring the discontent of the provinces, it is probable that at no distant date the current of events may take a course which will leave the Association high and drier than it is even now. Mr. Shaw indicated (although he did not advocate) the probable course of events: the real objects of the Association, the promotion and protection of library interests and the education of assistants, are not being pursued in a way likely to be effective. The way in which the London Council is treating the provinces on the education question alone justifies a change. To take the money of the Association to form

classes\* which can only benefit London assistants and to tell provincial assistants that it is their misfortune, rather than the Council's fault, that they live so far away from the said classes, is intolerable. Mr. Shaw said the course events will take, failing prompt action by the L.A. Council, is as follows and is based on the indisputable fact that the strength of the library movement in England is in the provinces, not in London.

- (1). The branches will all separate themselves from the L.A., and the subscriptions now paid to the L.A. will be paid to the treasurer of each branch. (London could have a branch of its own.)
- (2). For ordinary work each branch will be perfectly independent.
- (3). It would be the duty of each branch to bring into membership all interested in library work (particularly chairmen and members of library committees) in its district.
- (4). Each branch would have funds to organize a proper and efficient system of teaching, and as members of library committees would be on the Council, the increased strength from that source would be obvious.

For combined action of all branches :

- (1). It would be possible to form a central Board made up of delegates from all the branches, to meet wherever convenient and whenever necessary to consider questions affecting libraries, library legislation and education.
- (2). So far as education is concerned, its duties would be to try and arrange for systematic teaching in all the branches, so as to prepare candidates for the examinations. This central Board would organize and select examiners.

Mr. Shaw concluded by saying : "This, ladies and gentlemen, is but the skeleton of a scheme. It is intended only to show what could be done, and what I think will be done. We in Lancashire, more perhaps than in any other part of the country, are fully alive to the importance of the conservation of energy. At present the L.A. is wasting its energies, and in some directions not using them. There is too much at stake in the library movement to-day for us to continue to allow ourselves to be repeatedly out-witted by men who merely want to maintain things *in statu quo*. As a body of men interested in a great social and intellectual work, and as administrators of reference libraries, which are the intellectual shops of England, we must keep in touch with all that is making for the development of mankind. We must progress. The L.A. is not progressing and is but marking time in the clumsiest of clumsy fashions."

#### DISCUSSION.

Mr. C. W. Sutton defended the Library Association Council from some of Mr. Shaw's strictures. He thought Mr. Shaw had overlooked

\* This is an error. The classes are entirely self-supporting, or paid for by the London School of Economics.—ED.

the great services rendered in the past by the Association and the several branches of important and voluntary work carried on by members of the Council.

Mr. R. Ashton offered the suggestion that the L.A. Council should make a special grant to branches to assist efforts already being made in the direction of Summer School work.

Mr. Hutt did not propose to traverse the whole of Mr. Shaw's most suggestive paper, but to confine his remarks to the scheme hinted at as regards education. There was no doubt that educational benefits for students in the branches would be greatly enlarged if some scheme of devolution of the work of the Library Association could be brought into working order. They, in the North-West Branch, had run a Summer School for many years quite successfully, but still the work was limited; it was not what it ought to be in point of courses of lectures. The Library Association Education Committee could not help in providing courses of lectures for provincial assistants. It hinted at feeing the London lecturer to come to the provinces, and this the branches could not afford. The committee had succeeded in obtaining assistance from the Universities in Leeds and Newcastle (not lectures, but places in which local librarians were to deliver lectures) and there were hopes for Liverpool. The Education Committee were now attempting to remove the weakness of the ordinary Summer School, by arranging to hold another school of lecture courses in London, and special efforts to bring provincial assistants to this school were to be made. But in the speaker's opinion it was doomed to failure. Only assistants within the London area (who could at present attend the classes at the School of Economics) or in the districts around London could easily attend, and probably a few enthusiastic assistants from the provinces would devote their holiday to the purpose, and attend at considerable sacrifice. But committees and librarians generally would think twice before recommending their assistants to attend. Would it not be better for the Education Committee to obtain a grant from the Finance Committee, and give assistance to the various branches towards forming courses of lectures? He certainly thought that it was time some scheme of reconstituting the L.A., such as had been foreshadowed by Messrs. Savage and McKnight, and now again by Mr. Shaw, should receive serious consideration.

Mr. E. A. Savage said the work of the Association was carried on by men who resented the criticism of the country members, who were not able to take an active part in the work of the Association. The L.A. was controlled by librarians who were conservative, and the Association was going backward instead of forward. He blamed the old librarians in the provinces for allowing affairs to be managed in such a way. The educational work of the Association was provided for the benefit of the assistants of London, and the proposed Summer School was intended for their benefit also. He strongly condemned the school, and expressed his astonishment that the secretary of the North-Western Branch should be in favour of it. He suggested that the time had arrived when the North-Western Branch should issue a small journal or

bulletin of say eight pages for circulation amongst its members, and perhaps the co-operation of other branch associations would be secured.

Mr. Edward McKnight (hon. secretary) frankly admitted he was in favour of the proposed Summer School, as Mr. Savage had stated. He happened to be at the meeting of the L.A. Education Committee when the proposal came forward some time last year, and he supported the suggestion then as he did now—not because it was proposed to hold the school in London, but because some provincial assistants would attend and derive some benefit. The proposed Summer School would be better than any of its predecessors. When he attended the North-Western Branch Summer Schools organized by Mr. Shaw he heard from those who attended the London school of what took place, and at the time he badly wanted to be present, and now he would not stand in the way of anyone from the provinces similarly placed who might be able to attend this year's school. He was not a little astonished to hear it suggested that the L.A. Education Committee should organize a Summer School in Lancashire, and he could imagine what some members of the branch would say if such a proposal came from London. They would probably reply that they could organize the Summer School themselves, as they had done in the past. What he thought ought to be done was this: the L.A. Education Committee should finance the North-Western Summer School, and any provincial school, as they financed the London school. As regards Mr. Shaw's paper he was able to bear out some of the points. Recently he had attended a meeting of the Council of the L.A., and was not very anxious to attend again. His opinion was that the majority of those who attended the Council meetings in London were unsympathetic to the branches and entirely ignorant of country conditions. He found that some members of the Council did not appreciate the fact that there were three kinds of persons in the branch districts interested in the library movement, viz. (a), members of the Library Association who were members of the branches, (b) members of the branches who were not members of the L.A., and (c) members of the L.A. who were not members of the branches. These particulars should be well known to the L.A. Council when considering the capitation grant difficulty.

Mr. Archibald Sparke asked if it was thought in London that there was no one in the provinces capable of lecturing.

Mr. Shaw, on the invitation of the chairman, briefly replied to the discussion, and spoke strongly in favour of the London Summer School which the L.A. Education Committee is organizing.

#### LIBRARY ASSISTANTS' ASSOCIATION.

THE spring session of this body was inaugurated on January 8th, at the Guildhall, when, in presence of a large attendance of members and visitors, Mr. Henry Guppy, M.A., John Rylands Library, Manchester, addressed the meeting on "The Librarian's Equipment." Mr. E. M. Borrajo, of the Guildhall Library, occupied



the chair, and the meeting was a pronounced success. Mr. Guppy's address dealt chiefly with various educational requirements of librarians, and it was discussed by Messrs. Thorne, Sayers, Jast, and others.

THE authorities of Leeds University have arranged for courses of lectures on subjects in the syllabus of the L.A. examination, and these will commence with a series on "Library Economy," to be delivered by Mr. T. W. Hand, chief librarian, Leeds, followed later by Mr. Butler Wood, chief librarian, Bradford, who will lecture on "Classification."

THE classes at the London School of Economics were resumed on January 22nd, when Mr. Jast commenced his course of lectures on "Classification" to a class of about twenty, and Mr. Brown continued his lecture on "Library Routine" to a class of about thirty. A correspondence class has also been started under Mr. E. A. Savage, of Wallasey, who is giving instruction in "Library History and Organization." This will be followed almost immediately by a similar class in "Library Routine," conducted by Mr. W. S. C. Rae, of Fulham.

THE following subjects for the L.A. Examination Essays have been announced :—

LITERARY HISTORY.—Autobiographies in English, *or* The Development of Periodical Criticism, 1800-1850.

BIBLIOGRAPHY.—The Foulis Press, Glasgow, with a select bibliography, *or* A Bibliography of works on the British Museum.

CLASSIFICATION.—The Application of exact classification to shelf arrangement.

CATALOGUING.—The Cataloguing of Anonymous and Pseudonymous Books.

LIBRARY HISTORY AND ORGANIZATION.—The History of the Bodleian Library, Oxford, *or* The History of the Public Library movement in Ireland.

LIBRARY ROUTINE.—Library Exhibitions.

#### THE PSEUDONYMS.

THE first meeting for 1908 was held in the hand-painted grotto of the Café Robinson, with Jude the Obscure in the chair.

L'Assommoir enlivened the early part of the proceedings by relating a number of South African and American "chestnuts," at which most of the members and visitors politely laughed. It is wonderful how fresh a really antique story sounds, when told in the Franco-Scottish-cum-Middlesbrough dialect, under the deleterious influence of cheap Burgundy. Jude the Obscure came to grips with his subject—a proposed Institute of Librarians—at once, and nearly strangled the poor little bantling in the process. He first took off its bib, and undid its pinafore, etc., till at last he exposed the atrophied wee anatomy to the quizzical

view of a most unsympathetic and frivolous band of ruffians. He patted it here, and slapped it *there*, and shook its little bones in a masterful way, showing for a comparatively new and youthful member quite a powerful grasp of his subject. The Institute was discussed from all points of view, and the case for it was put logically and clearly by the Pirate, although he failed to convince anyone of the need for another professional society. The only other supporter of the Institute confined himself chiefly to interruptions of other speakers, and confident assertions that it had come to stay and would be supported by the skim-de-la-skim of the profession. On this point he was reassured by the Scribe and other members, who stated that, if a mere handful of unrepresentative librarians and assistants were self-elected to speak for British librarianship, there could be no doubt of the standing likely to be achieved by such a collection of busy-bodies.

The debate was too one-sided to be further reported, and it would perhaps be unfair to the promoters of the Institute to publish such a number of speeches against the proposal. The discussion was adjourned to the street in the end, and it is believed to be still in progress whenever the Interrupter meets anyone who will listen to his plaint.



## CORRESPONDENCE.

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*To the Editor of THE LIBRARY WORLD.*

SIR,—I have received a printed leaflet headed *Proposed Institute of Librarians*, on which my name appears as a member of the preliminary committee, and desire to say that I was placed on this committee without my knowledge or consent, at a meeting in Glasgow which I did not attend. I have all along objected to any such Institute, and I have asked my name to be withdrawn.

I am, yours etc.,

JAMES DUFF BROWN.

*Central Library, Islington,  
January 23rd, 1908.*

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## THE LIBRARY WORLD AND THE L.A. RECORD.

*To the Editor of THE LIBRARY WORLD.*

SIR,—Lest there should even be a reader of your journal so foolish as to believe the statements in the first paragraph of "Views Current" in your December issue, I desire to enter a protest against two of them, viz., "the tomahawking" and the "selfish ends."

As the writer of the paragraph gave such a graphic description of the slaughter he might have added a list of the victims. If such a list had been given I grant that R.I.P. would have been an appropriate signature. In its absence it seems to me that R.O.T. would have been a more suitable selection of letters to append.

It is stated that those who desire to improve the *L.A. Record* are prompted by "selfish ends." I shall be interested to know what those ends are. I have not heard that any of the advocates of improvement have devised a substitute for some patented library appliance, or compiled a scheme of classification which they require an organ to specially puff. Do you really think that it is a selfish end to make the *Record* interesting reading, and worth the money spent on it? If the *Record* were improved on the lines advocated it is possible that it might be the cause of a diminished demand for a rival publication. I merely mention this fact to show that if selfishness can prompt one party to improve the *L.A. Record*, it can also prompt another party to oppose that improvement.

Of course, I know that there are two points upon which the *Record* and the *Library World* can never clash, viz., your elegant style and your limericks. Heaven forbid that your monopoly of those should ever be threatened. The difference between "Current Views" and "Views Current" is easy to state. The former is a section intended to be used for commenting on whatever affects libraries, the Library Association and its members. The latter is a section in which, under the cover of humour, may be crammed all the inaccuracies that a writer can make venomous. The latter is not a new game, but it is a low one. Permit me to express my admiration for the way the writer of the paragraph referred to plays it. He is, evidently, to the manner born.

Referring to what you call "tomahawking," I may say that to "tomahawk" a man whom it may be thought would not reply, would be foolish, if not risky, as the victim might change his mind when the attacker is least prepared. To "tomahawk" a man who could not reply would be cowardly and cruel. I desire, however, to specially draw your attention to the fact that there is a more contemptible course still, and that is to "tomahawk" a man and not allow him to reply.

The publication or suppression of this letter will prove whether the latter is a course of action which commends itself to your chivalrous nature.

Yours, etc.,

GEO. T. SHAW.

*Athenæum, Liverpool,*

*January 4th, 1908.*



## LIBRARY ECONOMICS.

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**31. Supplementary Tickets and Facilities to Students.**—The practice of allowing borrowers extra tickets for use in all classes of literature except fiction is now adopted by most library authorities, and those engaged in educational pursuits are reaping benefits from their store-houses of literature denied to previous generations. The idea of granting borrowers supplementary tickets was introduced by Mr. MacAlister as an antidote to excessive novel reading, in a paper read before the Library Association at Aberdeen in 1893, and his suggestion was first put into operation by Mr. Brown at the Clerkenwell Library. To-day there is scarcely a library worthy the name, where this feature is not recognised as an integral part of its administration.

Extra tickets are granted readers for various purposes and for special classes of literature. The majority of libraries allow their borrowers what are termed "Students'" tickets in addition to their ordinary tickets, on which may be borrowed any work with the exception of fiction. Teachers are specially considered and are permitted to hold extra "Teachers'" tickets. The same rules which govern students' tickets also apply to teachers' tickets. Some libraries allow their readers extra tickets for special classes of literature; "Music" tickets available for musical works, "Design" tickets on which may be loaned drawings and designs. Special tickets of this description are generally brought into use when libraries possess large collections of particular classes of literature, and such practices are to be strongly recommended as it tends to popularise libraries by utilising their most wealthy sources of information.

If libraries are to assume a prominent position in our educational systems the rigid rules governing the number of tickets to be issued to individual borrowers for serious reading and study must be conspicuous by their absence, and greater discretionary powers delegated to librarians.

We cannot exercise too much tact in dealing with the public, and it is our duty to remove when possible obstacles which might prevent the greatest use being made of our institutions. I would therefore suggest a more direct way of introducing the better class of literature to our readers by means of a simpler method of obtaining supplementary tickets. This, for want of a better name, I will call the "dual application system," whereby borrowers on filling in forms provided for the purpose will be entitled to two tickets, one for general use and one available for all classes of literature except fiction.

It is scarcely sufficient to state in the printed rules and regulations that extra tickets are available, as many people will not take the trouble to peruse them. Even when they do learn extra tickets are allowed,

the formalities to be complied with before such tickets can be issued are often such that many readers do not think it worth the trouble, with the result that a large percentage of our books are allowed to lie idle on the shelves. The only difficulty which might arise in the introduction of the "dual application system" would be with borrowers who have to obtain guarantors, but no great trouble from this source need be anticipated.

The drawbacks to students in using our libraries do not merely lie in the limited number of tickets allowed them, but the difficulty in obtaining for home study at one time complete works consisting of several volumes, or various works treating on the same subject. Everyone will admit this is of supreme importance to students. As one of our most prominent librarians rightly says, "There is no objection to allowing special privileges to all earnest students, provided no injustice is done to the general work of the library, or to students similarly engaged. Certainly it is better to lend a real student half a dozen or more books at a time than to have these books lying idle at the library, or collecting dust for the future annoyance of the librarian."

In many libraries greater facilities are undoubtedly extended to novel readers than to students owing to the arbitrary distinctions drawn between "volumes" and "works." This is sometimes due to the expensive and elaborate mechanism adopted for purposes of administration. It is no uncommon occurrence to be told on enquiry at many of our library counters that any novel, whether in two, three, or more volumes, may be taken out on one ticket, but works in other classes may only be loaned one volume per ticket. To this reason alone may be attributed many of the difficulties of students in using our libraries; and the granting of extra tickets will not greatly help them, unless the same rules which are applied to light literature govern the whole of the library.

In conclusion the following points demand serious consideration if municipal libraries are to become invaluable technical aids to the public:—

1. Rules regulating supplementary tickets should allow librarians to use their discretionary powers in dealing with *bona-fide* students.
2. Direct means should be adopted whereby new borrowers will be immediately confronted with the various facilities offered them.
3. Charging systems should be perfectly adjustable so as to allow the whole or any part of a work consisting of several volumes to be correctly accredited to single readers.

The details of administration do not come within the limits of the present treatise, but must be left for a future occasion; suffice it to say if improved facilities are forthcoming to our serious readers and students it will not be long before our institutions are recognised as integral parts of all educational systems.

ERNEST SEYMOUR MARTIN, *Twickenham*.

**32. Literary Aids.**—An article under this heading will probably appear to some to be superfluous, but far from being so it should be borne in mind that there are so many different ways and means of aiding readers in the selection of suitable literature that all ideas, whether new or old, original or not, should be tried, so that each librarian could ascertain which one would be most suitable for the needs of the class of public which frequents his particular library.

There are so many different kinds of individuals who frequent Public Libraries, each with his or her own degree of education, and districts varying so much in this respect, that a system which answers well in one library would be practically useless in another.

Of course, the chief guide to the library is the catalogue. The catalogue however, is not sufficient to meet the needs of every borrower; it may be sufficient for the average borrower, but the student, who desires everything obtainable on a particular subject or topic, requires more detail.

Although in a large number of catalogues the compilers give a description of the book as to date and chief events narrated therein, the description is of necessity very short. A catalogue which, in addition to giving a good description or full set-out of contents, also catalogued every essay or topic dealt with under their subject headings, would soon gain such proportions that few municipal libraries would be able to afford the publication.

So little can be gleaned from the title of a book that aids are absolutely necessary. I will take as an example Zangwill's *Without Prejudice*. This work is a collection of short essays, many of which are worth notice, but to set out the contents in full would take a great amount of space, and the result would be a heterogeneous mass, far from the places which the respective subjects occupy in the catalogue, so therefore comes the necessity for a guide to the contents of these very miscellaneous works.

There are several ways and means by which readers can be so guided, and the most popular way is by means of a card catalogue. This form of catalogue is so well known, and used so extensively, that it is unnecessary for me to describe it. Every book that deals with more subjects than can be conveniently catalogued in separate form (such as Zangwill's *Without Prejudice*) should be included, and each subject dealt with should be entered separately on a card, and afterwards sorted into strict alphabetical order of subjects. The cards should be written in this manner:

STAGE, The, [essay on]

in "Without Prejudice."

by Zangwill (I.) number.

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The books of Collective Biographies should also be treated in this manner. Each book should be gone through carefully, and a separate card written for each of the persons whose biographies appear in such book. The cards should then be sorted into alphabetical order, placed in the tray and put on the counter for public use.

Of course, to set out the entire library in this manner would take a very long time, but the work can be proceeded with gradually, starting first with the Collective Biographies section, then the Essays, and so on, working through the entire stock.

Another way to aid the readers is to have guide books on the counter, such as :—

*Adams' Manual of Historical Literature.*

*Baker's Guide to the Best Fiction.*

*L.A. Class Lists of Best Books.*

*Nield's Guide to Historical Novels.*

*Robertson's Courses of Study.*

*Sargant's Reading for the Young.*

And if magazines are bound, *Poole's Index.*

A small bookcase of reclining pattern, with one shelf, is very well adapted for this purpose. Sufficiently large to hold about a dozen books it is a good and useful ornament to any library counter.

In the guide books so used can be written, or stamped against the books mentioned therein, the numbers of such books if they are in the library.

Now that the London County Council are giving lectures on various stages of literature at their evening schools, we can help the students attending the same by compiling a list of books that are in the library dealing with the subjects that are being lectured upon. A list of the books should also be sent to the lecturer for the students' use, and it will be found to be greatly appreciated. The same applies to the University Extension Lectures, and local Literary Club Lectures.

Show-cases are another form of aid which is very popular. A good selection from the stock can be placed in them, and as they occupy a conspicuous position the readers get a good idea as to the contents of the library. For the show-cases to be a success the books must be changed periodically, and with discretion, so as to bring before the public notice books which bear in any way on the topics of the day. Exhibitions of books on one special subject, such as furniture, gardening, art, etc., are also useful.

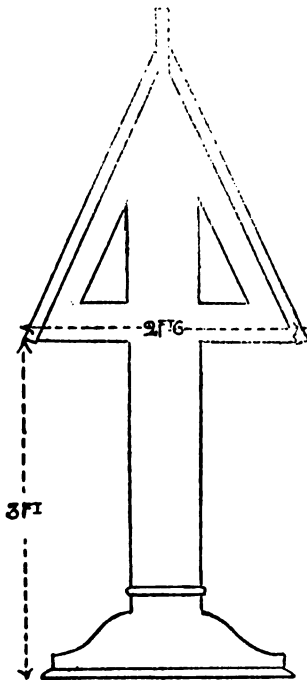
An anniversary list will, if placed in a good position and given in wide scope and detail, be greatly appreciated. An anniversary list is usually a board which is divided into three spaces, for the anniversaries of (1) yesterday, (2) to-day and (3) to-morrow. The events for notification are written on paper and pinned on the board. If there are any books in the library which deal in any way with the notified event the numbers of such books should be written against the notification. This only requires one slip to be written each day, referring to anniversaries of to-morrow, as on the next day "to-morrow's" slip becomes "to-day's," and "to-day's" becomes "yesterday's."

Another system of aiding readers, and one that is well received, is to have on the wall of the newsroom a large map of the world, and to mark with small coloured flags the places where the chief events of the day are happening, and on a board close by a list of works in the library dealing thereon.

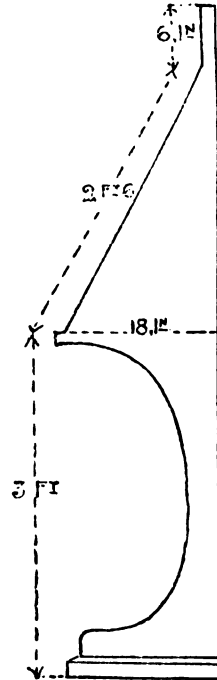
Whatever be the system of aid adopted it must be kept up-to-date and perfect. By so doing it conveys to the readers the fact that Public Libraries are for their benefit and welfare, and such being the case no effort is spared to make the library perfect and easy of access.

ALFRED H. FUDGE, *Lewisham*.

**33. Newsroom Methods.** One of the principal points that arises out of the study of the administration of public newsrooms is the display of the papers. It is here that newspaper stands claim our attention. Until the day when newspapers are printed in octavo or quarto size, large stands for the display of the papers become a necessity and will have to be provided. The formation and construction of these stands are well known and a very short description here will suffice. The following diagrams (taken from Brown's *Manual of Library Economy*) will at a glance give an idea of the form and dimensions of both the standard and the wall newspaper slopes.



Double  
Newspaper Stand.



Wall  
Newspaper Stand.



Newspapers are best exhibited upon wall slopes where this is practicable, as supervision of the room is more easily obtained than where stands are placed at right angles to walls or arranged over the room. Some of the fundamental reasons why wall slopes are preferable to standards are (1) the centre of the room is left free for reading tables; (2) complete supervision of the room from any point is practicable; (3) the room does not assume such a stuffy and crowded appearance; and (4) the arrangement, titles, and position of the papers are more easily ascertained. Wall slopes are, in point of construction, made exactly the same as standards—excepting, of course, that they have the slope to the front only. Care should be exercised so as to have the slope at a convenient angle, as if it is too steep it will cause the papers to droop, and if too gradual the top of the papers will be out of the range of sight of short persons. A slight beading on the bottom of the slope is frequently used to prevent papers from drooping. A brass rail running the entire length of the stand is very often useful in preventing readers from leaning on the papers. This, however, is a point upon which some difference of opinion exists among librarians, as to its efficacy. The titles of the papers should always be displayed at the top of the stands. This is done in various ways: sometimes the title is simply painted on the stand; often painted on enamelled plates and screwed on the stand; and sometimes grooved holders or metal frames are attached to the stands, and titles printed on stiff cards or painted upon wooden or bone tablets which are made to slide into the holders. One advantage of this latter method is that if the position of the papers is altered the re-arrangement of the titles becomes a very easy matter.

The next item in connection with newspaper stands is the means by which the papers are held on the stands. There is a very large variety of contrivances for this purpose, but there is only room here to mention one of the best. This is called the "Simplex" newspaper rod and consists of a brass rod fastened at the bottom by means of a screw turned by a key, on exactly the same principle by which the adjustable sheaf catalogue is worked. Metal plates giving information that papers must be surrendered to other readers after a certain time has elapsed are found to be of service.

#### *Reading Tables.*

The ordinary tables generally used in newsrooms require but very little description. In some newsrooms, tables in the form of a double desk, with sloping sides, are provided, while in others flat-topped tables are used. For the convenience of readers those tables with the sloping sides are preferable. The following dimensions will be found to serve for both kinds of tables. A table eight feet long, three feet wide, and from thirty to thirty-four inches from the ground will seat eight persons, four on either side. Umbrella stands should be fixed to the ends of these tables. In many newsrooms the reading tables are made to serve as racks for the periodicals as well as tables. One form of rack-table only need be mentioned here. It is, in reality, simply a table with the

sloping sides, as mentioned above, with holders fixed to the top of the table into which the titles of the periodicals are inserted, while the periodicals themselves are placed on the table immediately in front of the title, being fixed to the table either by a rod or cord, thus ensuring the periodical always being kept in a particular position in the room. A rack or table whereon railway time tables and directories are placed, is a very frequent sight in newsrooms, this room being preferable to the reference department for the display of these books, because it is generally placed on the ground floor, and because a continual traffic in and out of the reference department for an address, or for the time of departure or arrival of train, is objectionable to the students there.

#### *Chairs.*

Very little need be said concerning the chairs for use in newsrooms. The style and quality of them depends to a very great extent upon the funds at the disposal of the committee, and the taste of the librarian. Needless to say, they should be made of some hard, durable wood, oak for preference. Arm-chairs need not be provided for newsrooms, these being reserved for the reference library. There are various methods in use for anchoring the chairs in a certain position, some being made to revolve on an iron pedestal fixed to the floor, and others being fixed to the floor by the following means:—A staple is screwed to the floor and another fixed underneath the seat of the chair in the centre; these staples are then connected by lengths of cord with hooks at each end, the cord being so cut as to allow the chair a certain amount of movement. Whether there is much advantage to be gained in fixing the chairs at all, is another point upon which difference of opinion exists; where the gangways are narrow some advantage may accrue from fixing the chairs.

#### *Display of Periodicals.*

In arranging the newspapers on the stands a good plan is to put an evening paper between two morning ones, or to separate those journals that are read the most by a few of those which are not so popular, so as to prevent crowding at one or two places of the room. Papers should not be bunched together at one end of the room, but distributed over all the available space. The arrangement of the periodicals which usually find a place in the newsroom calls for some attention. There are a number of schemes in practice, which, to all intents and purposes, prove satisfactory. Perhaps the most common plan is to distribute the periodicals over the tables in covers lettered in gold with the title and the name of the library, the readers being free to wander round the room and choose their periodicals. Sometimes a rough alphabetical order or classification by subject is maintained. Another plan is to have racks, either miniatures fixed to the tops of the tables, or those of the Cotgreave pattern, and keep the periodicals in these. Here again readers have free access to the periodicals; with any system, however, where the readers have access to the journals a good deal of hunting occasionally has to be done to find the where-

abouts of a particular periodical. Racks have to be searched, tables scanned, and enquiries made of the readers in the room as to what periodical he or she is engaged in reading. Another plan, which obviates all the above confusion, is to keep the whole of the periodicals away from the hands of the public and issue them only on application. Here it is that the indicator used for denoting periodicals *in* and *out* finds its place. This indicator is described and illustrated in Brown's *Manual*. Whatever method of displaying periodicals is adopted, a list directing readers to the position of all the papers, etc., in the room should be placed in a conspicuous place so as to be able to be seen by people entering the room. An adjustable periodical list of a form which admits of insertions or removals of titles at any point is far superior to any other method known. For a description of this very useful contrivance inquirers must again be referred to Mr. Brown's valuable *Manual*.

#### *Checks on Periodicals.*

For checking the supply of newspapers and periodicals from the newsagent, no method is so effective or satisfactory as that known as the "card system." The cards, one to each periodical, are ruled so as to take the title of the paper or journal, by whom supplied, when due, and the annual cost. The remainder of the card is ruled into squares, one to each month. Although the one ruling serves for all kinds of periodicals, daily, weekly, monthly, quarterly, the best method for dailies is to keep a book ruled one column to a day and enter them therein. By using this "card-checking system" additions can be made at any part of the alphabetical sequence without inconvenience, and titles of withdrawn or defunct periodicals can be removed. These cards should be gone over at least once a week in search of overdues. For the morning check a type-written list will suffice.

ARTHUR WEBB, *Brighton*.

## The CLASSIFICATION of the FORM CLASSES: SOME CONSIDERATIONS AND A PLEA.

o o o

WHEN David Laing, sometime the learned librarian of the Library of the W.S., wrote that a very good social record of most countries possessing a romance literature of any fair extent could be written from their popular songs and ballads and historical tales, he made no very debatable postulate. He merely showed a greater appreciation of the value of romance literature than most people—even librarians—would on first thought consider it deserving of. But his opinion of its value as historical material was shared by no less eminent a literary scholar than Sir Walter Scott, who drew from the springs of romance when compiling his *Tales of a Grandfather*, and that this work did not suffer through Scott's utilization of romance literature in its compilation is proved by the fact that it is, despite its eighty years of existence, the most popular, as well as "the soundest thing" (to quote Saintsbury) that exists on the matter of Scottish history.

That romance literature, whether in the form of prose or poetry, has more than a recreative value seems to be a fairly general opinion now-a-days with librarians. On every occasion that the Great Fiction Question comes up for review, they assure each other with an enthusiasm very interesting to behold that novels are of the very greatest value as media for conveying knowledge in a sugar-coated form. With this we would fain agree, as also with the theory lately propagated by a peripatetic professor in the U.S., who says that all primary knowledge will by-and-by be imparted by means of stories. (The professor must have been having a dose of library "Story-hour"!.) While it would be unsafe for a mere librarian to theorise to such an extent as that, still, it does no harm to consider eventualities, however absurd they may appear. It has therefore been suggested that we might discuss what advantages would accrue through our classifying the practical and romantic literatures of subjects together on the shelves, and by publishing classified catalogues of works of romance together with practical works on the same subjects. A review of the arguments has quite converted us to favour the classification idea; why, we hope to show.

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The idea, so far as the classification of fiction in catalogues is concerned, is not new; and we *are* acquainted with librarians who have had the temerity to classify certain works of fiction on the

general class shelves, but the principle has not yet received adequate consideration from librarians. The few published fiction catalogues in which attempts at classification have been made are worthy of note. There are the well-known guides of Boston (Mass.), Los Angeles, San Francisco, Clerkenwell, Peterborough, and it is just about three years since there was reviewed at length in these columns the handsomely-produced dictionary bulletin of fiction issued by the Public Library of Philadelphia, in which novels have been classified under various more or less specific subject-headings in accordance with proposals submitted by a Committee on the Classification of Fiction, of the Keystone State Library Association. From the spirit in which A.L.A. members at the St. Louis Conference received the Philadelphia Fiction Bulletin, it seems very likely that the movement towards fiction classification will grow in the U.S., and it will not stop there. We may yet hear of some enterprising American librarian abolishing fiction as a class by distributing it according to subject or kind among the other classes of literature. In this connection it is interesting to note that the designer of the Subject Classification has allowed for the systematic classification of fiction in the general classes. We shall again have occasion to refer to the catalogues mentioned above.

Looking at the matter dispassionately, it does seem difficult to understand why we should not classify didactic and classable romance literature in catalogues and on the shelves by subject, regardless of *form*. The widespread idea that so-called imaginative literature has only a recreative value is, as we know, not correct, as fiction, poetry, and dramatic works are becoming increasingly popular as vehicles for imparting useful knowledge and propagating theories. Beyond the novels and poems of mere sentiment there are large numbers of novels and poems written with a purpose—written, it may be, with the object of describing a period, its history and customs; of exposing some abuse; of teaching some new social, theological, or philosophical doctrine. Assuredly such novels, the purpose for which they were written being self-evident, should not be classed, or, rather, mixed up, with sickly sentimental piffle treating of the amours of Angelina and Bertie! As Mr. Morley recently told a Woolwich audience, the large majority of readers are more influenced by such novels as *Robert Elsmere* and *Mark Rutherford* than by all the thunders of the pulpit. Any novel that stimulates readers to *think* is worthy of classification in the general classes. The consideration that some of the greatest minds of all times and countries have taken romance as the vehicle by which to expound to the world their philosophies or codes of social betterment would seem in itself reason sufficient why some scientific method should be applied to the novel with a purpose. It is certainly worthy of more attention than it at present receives, but we take it that the popularity of such classified and annotated guides as have been published indicates that the present apathy is only temporary, and that soon serious attempts will be made, not alone by individuals, but generally, to deal with the many interesting questions connected with the classification and cataloguing of this important class of literature.

\* \* \* \* \*

To be sure, it has been objected by some opponents of the idea of classifying works of fiction and poetry by subject or kind, that their literary value is greater than their practical value as contributions to any branches of knowledge, and that therefore a chronological arrangement (as given in Dr. Baker's *Guide*) would be best. With this argument we do not agree, in view of the comparative difficulty of finding the works of any author in Dr. Baker's *Guide* without having to refer to the index. A shelf arrangement on *Guide* lines would be worse than useless in any public lending library. An alphabetical arrangement by authors' names would be infinitely superior in every way, and this is the arrangement we would recommend to those who have a hankering after a *form* arrangement. It may be taken for granted that if a work of fiction is worth buying it is worth having two copies of; in such case one copy could be classified with general works, and the other put into the *form* arrangement. But if fiction be distributed, then readers will get all the information they may desire as to which of an author's novels are in stock by consulting the catalogue.

\* \* \* \* \*

Whatever doubt may exist in the mind of the average librarian as to the advisability of systematically classifying *all* works of fiction by subject or kind, there is little doubt that the acceptance of the better class of historical novel as a contribution to the literature of history is rapidly becoming general. It is therefore very likely only a matter of time until we shall see historical novels on the shelves beside the works of the academical historian. And why not? The severe history, with all its accuracy of dates and names, usually lacks truth of portraiture and spirit, whereas the amusing novel, which seems but to play with ideal characters, is in all its multitudinous lights and shadows, a true portraiture of the period. The student who wishes to acquaint himself with the state of English society in the eighteenth century will find very little by poring over such works as Dodsley's *Annual Registers*, but a very great deal from the graphic sketches of Richardson and Fielding. Says the author of *My Schools and Schoolmasters*: "the *Waverley* of Scott is truer beyond comparison to the merits of the rebellion of '45 than is the authentic history of Home, though Home was himself an actor in many of the scenes which he describes." The recent academic utterance of Professor George Santayana (the chief henchman in America of the Empirical philosophy), in which he expressed the hope that when students had finished piling up their mountains of research they will turn their attention to an imaginative reconstruction of history, will be fresh in the minds of those librarians who soothe their woes in philosophy.

\* \* \* \* \*

Our plan includes the classification of poetry. It will be unnecessary for us to point out that most poetry, equally with most fiction, is susceptible of classification. The arguments which have been advanced for the classification of the one apply to the other equally. What can one say of librarians who classify *The voice of the mountains* and the

Badminton *Poetry of sport*—two specific anthologies—among general collections of poetry? Such collections are of comparatively little interest to the average person, but of very great interest to mountaineers and sportsmen; yet, owing to our present irrational methods of classification, such works as these are usually found in their least useful places.

\* \* \* \* \*

Let us now see what has been done in the way of cataloguing fiction in a practical manner by those librarians who have dared to ignore that conventionality which is the bugbear of small minds.

\* \* \* \* \*

Many years ago the Public Library of San Francisco published a catalogue of historical novels classified under periods, with names of historical text-books dealing with each period, got up in such a manner as to lead the novel reader on to the study of history from the text-books. The experiment is noted favourably in Mr. Fletcher's interesting little account of American libraries. The idea has since been adopted elsewhere. The annual catalogues of Mudie's Library show much the same principle carried out, reference being made from the historical sections to the sections devoted to historical novels, and *vice versa*. This is a good idea. Its continuance in the annual volume of Mudie's catalogue shows that it is widely appreciated, but its value would be considerably enhanced were relative annotations given.

The Clerkenwell class-guide to fiction was an innovation as a handbook for readers who desired to study the evolution of the novel. An excellent annotated bibliography of works dealing with the novel (histories, guides, etc.,) is given at the beginning. The class-guide has proved of great value far outside the bounds of Clerkenwell.

We need just mention the lists of historical novels classed under periods which have been issued by the A.L.A., Boston (Mass.), Quincy, (Mass.), Baker, Nield, etc. They are all much alike, and would be of very much more service were it possible to refer to text-books dealing with the various periods. Of course, the guides of Baker and Nield do not purport to accomplish the ostensible object of the library guides, so that in these, references to text-books would not be looked for. The catalogues mentioned are all well worth examination, as also is the Philadelphia Bulletin of 1904. A consideration of the *subject* cataloguing of this Philadelphia Fiction Bulletin shows what a very simple matter it would be to supplement the literatures of general subjects by classing novels with the general classes. In every way this catalogue serves to support our main contention. It also proves the practicability of another point: that, in the compilation of brief bibliographies of special subjects, the resources which presently lie unused in our fiction class could be worked to good purpose. For example, in a brief bibliography on party politics, besides the general works therein inventoried, reference would be made to such novels as *Felix Holt* as a picture of how Radicalism affected a certain type of mind, and to

Disraeli's *Coningsby* for the Young England ideal of a Tory Party, and so on. The idea is quite workable and should become popular.

The keynote of our may-be somewhat singular demonstration has been then, that novels and poems written with a purpose, and therefore practical in character, should not be classed with the fiction or poetry of pure sentiment (which is itself quite classable), but should be distributed with the general classes of literature. When this point is appreciated and acted upon, the Great Fiction Question will relegate itself to the region of solved problems, and then librarians will begin to wonder that it ever disturbed them! *Verb. sap.*

UTILITARIAN.



## A CATALOGUE OF INCUNABULA.

By R. A. PEDDIE, *St. Bride Foundation Technical Library.*

o o o

A CATALOGUE of early printed books arranged in author order has long been a desideratum. The well-known Index by printers of Herr Konrad Burger, registered some 21,000 productions of the press before 1501, which had been described by various bibliographers from the time of Panzer and Hain to the present time. From the typographical historian's point of view Herr Burger's work is invaluable, as bringing together the works of each printer, and giving references to the bibliographical description of each book. It has been suggested that the time has arrived for a new edition of Hain's *Repertorium*, and committees in Germany and America have discussed the proposal. This is, however, a gigantic task, and, even if undertaken, will not be completed for many years to come. An author *Index*, however, is quite feasible, and the appended catalogue of the works of Petrus de Abano is intended as a specimen of such an index. It may be necessary to add a few words explanatory of the system which has been adopted.

The title includes the name of each treatise included in the volume, separated by a +. For instance, No. 2 in the specimen includes both the treatises printed in No. 1, with the addition of the work by P. de Carariis. No 3, however, only contains the first treatise. The whole is arranged in chronological order. A most important point is reached when we come to the editions of the *Tractatus de venenis*. No. 7 is the last edition of the *Conciliator*. Next comes the first edition of the *Tractatus*. This, however, appeared as the appendix to the first



edition of the *Conciliator*. A cross-reference is made under the date 1472 to No. 1. No. 8 begins the series of separate editions, but in every case where the *Tractatus* was printed with the *Conciliator* a reference is made in the proper place. The result is that all the editions of a work are shown in one series either by cross-reference or main entry.

The rest of the details require very little explanation. The date on the book is given, followed by the real date in brackets. The place of printing and the printer's name are given in the vernacular according to Proctor's method. The bibliographical references are then given in the shortest possible manner, and the entry closes with a note of libraries in which copies of the book actually exist. Where possible two copies are mentioned, and the press marks given.

The idea has been to give a standard minimum entry in each case, to give definite particulars as to the literary contents of each work, and to make it quite clear where full descriptions can be found and copies seen.

**Abano (Petrus de.)**

1. *Conciliator differentiarum philosophorum et praecipue medicorum + Tractatus de venenis.*  
1472. Mantova: Johann Burster with Thomas of Hermannstadt.  
Pr. 6883: HC\*1: Pell. 1: Cop. iii. p. 293: Burger p. 588.  
*London*: Br. Mus. C. 14.e.5: *Paris*: B. Nat. T. 19. 1.
2. — + — + Petrus de Carariis de Monte Silice. *De terminatione venenorum.*  
1476. [a. 6 Mar.]: Venezia: Gabriele di Pietro.  
Pr. 4196: HC\*2: Pell. 2: Burger p. 532.  
*London*: Br. Mus. IC. 19928: *Paris*: B. Nat. T. 19. 2.
3. —  
1483. Non. Feb. [5 Feb.]: Venezia: Johann Herbort.  
Pr. 4689: HC\*6: Pell. 5: Burger p. 434.  
*London*: Br. Mus. IB. 21557: *Paris*: Arsenal. S.A. 5686A.
4. — + —  
1490. 6 Nov.: Pavia: Gabriel de Grassis.  
Pr.\* 7096: HC\*3: Pell. 3: Burger p. 421.  
*London*: Br. Mus. IB. 31533: *Grenoble*: 136.
5. —  
1496. 17 Feb.: Venezia: [ ] For Luc. Ant. Giunta.  
Cop. III. p. 293. 2a.  
*Budapesth*: Mus. Nat. Hung. 485.
6. — + —  
1496. Id. Mar. [15 Mar.]: Venezia: Bonetus Locatellus for Octavianus Scotus.  
Pr.\*5069: HC\*4: Pell. 4: Cop. III. p. 235: Burger p. 481.  
*Oxford*: Bodl.: *Besançon*.
7. —  
1499. Venezia: Octavianus Scotus.  
H 5: Burger p. 587.

## Tractatus de venenis.

- 1472 *see* No. 1.
- 8.—+ Arnoldus de Villa Nova. Tractatus de venenis. + Valastus de Taranta. De epidemia et peste.  
1473. Padova : [Leonardus Achates.]  
Pr. 6775 : H. 8 : Pell. 7 + Pell. 1305 : Cop. II. 649. Burger, p. 319 : Reich. App. I, p. 83.  
*London* : Br. Mus. IA 29873 : *Paris* : Tf. 18. 2.
- 9.—  
1475. Milano : Christoph Valdarfer.  
H. 10 : Burger, p. 621 : Voulliéme KB. 3065.  
*Berlin* : Kon. Bib.
- 10.—  
1475. 27 Mar. : Roma : Joh. Phil. de Lignamine.  
H. 9 : Pell. 8 : Burger, p. 478, "27 Jan."  
*Paris* : B. Nat. Tf. 18. 3.
- 1476 [a. 6 Mar.] *see* No. 2.
- 11.—  
1484. 29 Apr. Roma : [Stephan Planck.]  
Pr. 3641 : HC\*11 : Pell. 9 : Cop. III. p. 235 + Cop. II. 1.  
Burger, p. 539.  
*London* : Br. Mus. IA. 18350 : *Paris* : Tf. 18. 4.
- 12.—+ — + —  
1487 : 18 Dec. : [Padova] : Matthaeus Cerdonis.  
Pr. + 6826 : H.\*12 : Pell. 10 : Burger, p. 376.  
*Oxford* : Bodl. : *Paris* : B. Nat. Tf. 18. 5.
- 13.—  
1490. 17 Mar. : Roma : [Stephan Planck.]  
Pr. 3685 : HC\*13 : Burger, p. 540.  
*London* : Br. Mus. IA. 18476.
- 1490. 6 Nov. *see* No. 4.
- 1496. Id. Mar. [15 Mar.] *see* No. 6.
- 14.—per Gulielmum Haldenhoff emendatus.  
1498. 14 July. Leipzig : Jacob Thanner.  
H\*14 : Burger, p. 608 : Collijn, Uppsala 1168 : Voulliéme KB. 1425.  
*Uppsala* : Univ. Bib. : *Berlin* : Kon. Bib.
- 15.—  
1500. 9 Nov. Leipzig : Jacob Thanner.  
H\* 15 : Burger, p. 608.
- 16.—  
n.d. [Roma : Joh. Phil. de Lignamine].  
Reich. App. I- 1.  
*Naples*. Bib. Nat. VB52.

17. *Expositio problematum Aristotelis.*  
 1475. Mantova : Paul of Butzbach.  
 Pr.†6892. H\*16 : Pell. 11 : Burger, p. 365  
*Oxford* : Bodl. : *Paris* : B. Nat. R. 312.
18. —  
 1482. 25 Feb. : Venezia : Johann Herbort.  
 Pr.\*4686 : HC\*17 : Pell. 12 : Burger, p. 433.  
*London* : Br. Mus., IB. 21553 : *Paris* : B. Nat. R. 460. + 529.
19. *Liber compilationis physionomiæ.*  
 1474. Padova : Pierre Maufer.  
 Pr. 6791 : HC. 18 : Pell. 13 : Burger, p. 494.  
*London* : Br. Mus. C.5.a.33 : *Paris* : p.V.142.143.
20. *Questiones de febris.*  
 H†(18-19) : Burger, p. 529.  
 1482. Padova.
21. *Profezia del Rè di Francia (tristiches italicis.)*  
 n.d. [b. 1498 : Firenze ? ]  
 Reich. App. III. 793.  
*Venezia* : Bib. Marc. Misc. 2623 (1).



## TO POPULARISE REFERENCE LIBRARIES. POSTSCRIPT.

By ARTHUR J. HAWKES, *Senior Assistant,*  
*Bournemouth Public Libraries.*

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AS indicated in my original article on the above subject (*Library World*, Vol. IX., 12) it was my intention to supplement the description therein given of an inset-slip system of book reference by an account of its working and the results attained. To this intention I now give effect.

In doing so it seems hardly necessary to again explain the system itself, since those interested will probably recollect its salient features; the following quotation from the original paper may, however, be useful, and render back-reference less needful:—

Simply stated it is this:—"In a book belonging to the lending department a slip is inserted, on which are entered the names of works on the same subject in the reference library. The slip is fixed in front of Chapter I., where it is sure of being seen by the reader."

Linked with this there was a scheme which allowed *bona-fide* students the privilege of borrowing reference books for home reading for limited periods, special application having first to be made—a boon received by the local press with considerable satisfaction.

The work of cross-referencing was completed in July, 1907, for two classes, E (Natural and Mathematical Sciences) and G (Useful Arts), and in October for the Fine Arts (F), and from the figures here submitted it will be seen how far the method has stimulated interest in the treasures of our crypt of learning.

The first table gives the total monthly issues for the last six months of 1907, with the corresponding period of 1906, showing the disparities, the sign + denoting increase and — decrease. It will be as well, perhaps, to mention here that no record is kept of the use of directories as in many libraries, and the statistics which follow do not include them :—

|               | 1906. |     | 1907. | Inc. or Dec. |
|---------------|-------|-----|-------|--------------|
| July ...      | 734   | ... | 1009  | ... + 275    |
| August ...    | 853   | ... | 1097  | ... + 244    |
| September ... | 979   | ... | 1091  | ... + 112    |
| October ...   | 1262  | ... | 1338  | ... + 76     |
| November ...  | 1227  | ... | 1231  | ... + 4      |
| December ...  | 1388  | ... | 1240  | ... — 148    |

These figures are very curious. The gradual fading of a large increase in the month of July till it becomes a decrease in December would seem of itself to point to the natural wearing out of novelty interest, but this is quite an erroneous impression, as will be shown when the class returns are dissected. The real cause is the somewhat sudden subsidence in activity of acrostic solvers, who for some years past have been pretty persistent in this neighbourhood—a feature of which no serious librarian will regret the passing. The point which it is intended to emphasize by introducing the foregoing table is that, notwithstanding a general tendency to decrease, the classes having the benefit of the cross-reference—sections of solid literature though they be—have either made substantial increases or sustain their positions with easy margins. The figures are :—

|                     | CLASS E |       |      | G                       |       |      | F     |       |      |
|---------------------|---------|-------|------|-------------------------|-------|------|-------|-------|------|
|                     | 1906.   | 1907. | Inc. | 1906.                   | 1907. | Inc. | 1906. | 1907. | Inc. |
| July                | 64      | 117   | 53   | 36                      | 29    | —    | 116   | 117   | 1    |
| August              | 82      | 127   | 45   | 46                      | 58    | 12   | 56    | 60    | 4    |
| September           | 37      | 100   | 63   | 47                      | 49    | 2    | 59    | 69    | 10   |
| October             | 72      | 107   | 35   | 56                      | 87    | 31   | 83    | 110   | 27   |
| November            | 41      | 69    | 28   | 66                      | 73    | 7    | 65    | 102   | 37   |
| December            | 49      | 74    | 15   | 67                      | 67    | —    | 66    | 95    | 29   |
| Totals (six months) | 355     | 594   | 239  | 318                     | 363   | 52   | 445   | 553   | 118  |
|                     |         |       |      | Totals for three months |       |      | 214   | 307   | 93   |

Be it remembered that in class F the slips were not distributed until October, it then being an instant success as the table shows, the percentage of increase on the 1906 issues being forty-three. Class E shows an increase of sixty-seven per cent. on the corresponding period of 1906, whilst class G issues have gone up by sixteen per cent. The absence of any general increase in the latter class seems to denote that the artisan section of the community have either no time or no incli-

nation to sit and study technical treatises in a reference room, or it may be ascribed to the absence of any large body of persons in Bournemouth to whom an advanced technical work would appeal. Classes E and F are mostly such as would be appreciated by general students, a section of the public largely represented among this library's *clientèle*.

It remains now to show the advantage taken of the facility for borrowing reference library books for home reading. Needless to say this facility is distinctly looked upon as a privilege, and is in no wise encouraged by the suggestion of the staff. We do not wish to have large works removed from the department for no special reason, and it is not expected that assistants will do more than, when asked, explain the formalities necessary, leaving the possibility of permission being granted (or refused) an open question. It is the only way of ascertaining whether the book is seriously needed, trivial applications if coldly received being rarely persisted in.

In all, some 148 applications were made during the six months covered by the statistics, of which twelve were refused and many limited to a few days only; 136 volumes were taken away. One feature of the issue was the prompt way in which all the books were returned; in some few cases where it was necessary to send postcards, in consequence of the books lent having been asked for, the volumes were returned without exception in a few hours.

The occupations of the borrowers makes an interesting record in comparison with the character of the books borrowed; and although a long list is not possible in these pages, to show the real educational value of the system, a few instances taken at random may not be out of place. In only eighteen cases were the occupations not stated; seven architects (five being pupils) borrowed six books devoted to their art and one foreign to it; one coachman sought to study a work on veterinary science; six students took away three scientific and three fine art works, and three teachers borrowed each a scientific book; one tram-driver applied for a book on electrical engineering; an electrician went through six volumes on the same topic; whilst a lithographer's apprentice borrowed a book on illuminating. The selection is quite representative, nine out of every ten works borrowed being of a kind likely to benefit the reader in his sphere in life. When it is so often complained that works of real value, which are far beyond the purse of the average citizen, cannot be obtained at Public Libraries, a method of strict limitation and privilege such as this seems amply justified. The good purpose to which the books are used being so obvious, it is difficult to see what serious objection can be raised to the practice.

Success here, then, has thoroughly justified the innovation, both of the cross-reference and the privileged loan, and neither will be discontinued; the former has yet to be completed for all classes of literature, but this is being rapidly proceeded with as time permits. In addition to its practical use to borrowers it provides a very useful information to junior assistants, who cannot be expected to know the contents of all and sundry works of reference, in aiding readers. From

our experience we strongly recommend other librarians to give the system their consideration. In this connection the appeal made by Mr. McGill in the January number of this journal for more attention to be paid to the minor details of library work can be heartily endorsed, for they are generally the most fruitful in genuine results.

I should like to take this opportunity to reply to several criticisms which have been made to the slip-inset method of reference as described in my previous communication. An objection advanced by Mr. James Duff Brown, and voiced by the writer above quoted, is to the effect that the references are removed from the library if all the books on a particular subject happen to be taken out; and it is suggested as an alternative that the slips should be mounted on wooden blocks, thereby assuring their place on the shelves. If this be meant as an additional reference it calls for no discussion, the question of shelf space alone deciding its adoption; but its all-round value as compared to fixing the slips in the books themselves will prove, I think, almost nil.

Let me summarize again the chief virtues of the latter method. A reader seeks a particular book on radium; there is only one in the department, which is not the one wanted. Accepting Hobson's choice he examines the one on the shelf; reading the inset, which stares him in the face as he opens the book, he may or may not find the book he needs. This, it may be pointed out, is equally effected by a block—possibly; probably not. I know this reader, I have studied his ways, I have seen him pass over the book he sought quite a dozen times just because the title did not happen to appear on the back—the desirability of pulling it out did not occur to him. Another reader, just “browsing round,” has his fancy attracted to a book on radium, borrows it, becomes very interested, and finds a book referred to in the text in rather laudable terms; he turns back to see if it is on the inset label—he has the reference at home. This is the person for whom the reference is primarily intended; the other person who knows what he wants will take the trouble to consult a catalogue—he needs neither the block nor the inset. Furthermore, the inset label has advantage of occupying no room and costing practically nothing—two very important considerations in most libraries.

My brief in the cause of inset versus block being closed I will devote a short space to another difficulty: where to place the slip. As already stated the course adopted in Bournemouth is to place it immediately before the text at Chapter I., the spot where most persons commence to read. For the reason that some books contain a long introduction, thus changing the place of Chapter I., Mr. Brown thinks the label liable to be lost sight of in that position, and suggests the more permanent place in front of the title-page. Whilst it must be admitted that the objection needs consideration, the proposed remedy seems equally open to criticism; in front of the title-page the inset is much less likely of *attracting* notice. The fact that publishers invariably put errata slips in front of the text proper points to its being the most suitable position.

ARTHUR J. HAWKES, *Bournemouth.*

## SUBJECT INDEXES.

o o o

**M**R. ARTHUR J. HAWKES contributes an article to the *Library World* for October, 1907, on "Subject Hunting: Reference Department." It appears to us that the writer's library is not supplied with the reference tools which would be the most useful in his work, and that the difficult problems of which he speaks would become simpler if he had those tools at hand.

We reprint, herewith, pertinent paragraphs from this article with comments. We can find no fault with his statement that,

"The primary duty of a reference library assistant is to aid enquirers in research. . . . It is an onerous duty, for the way in which it is conducted may make or mar the reputation of the library. The reputation of such an institution is equal to the success the reference assistant attains in eliciting information from the many dumb volumes which surround him. . . . Now as to the process of running elusive topics to earth. With the latter-day multiplication of quick-reference works, encyclopædias, dictionaries, and annuals innumerable, encompassing almost every conceivable subject, it is not often that one cannot readily satisfy even the most curious query. My own efforts this last week range from the wherefor of the colour of the sky to the wages of miners in South America—all duly fathomed. However, notwithstanding the imposing majesty of the *Britannica's* mighty index (the sidereal heavens alone rivalling it in the awe it inspires within me), it sometimes does happen that all and sundry of these very useful volumes remain absolutely mute to the most persistent endeavour. To suggest a road of pursuit in such an instance I must assume a hypothetical enquiry."

With the general plan of consulting encyclopædias, dictionaries, etc., no fault can be found except that, with a subject whose literature is very new, little can be expected from books of reference. This is well illustrated by the following paragraph.

"We will suppose someone wishes to find an exposition of 'Mendelism.' In vain you may explore every dictionary at your command for a trace of such a term, unless you happen to be so fortunate as to possess the requisite part of the *Oxford Dictionary*. In such a predicament it is best to ask of your enquirer to what branch of knowledge it relates. He may have no precise idea, but sufficiently close for you to act upon. In this instance you will probably elicit the information that the subject is a biological one, and I have rarely found a borrower so utterly ignorant of his own question that he was unable to denote the broad character of the subject. If he is so, then the literature he seeks is like to be to him as unintelligible as Coptic.

With its biological kinship indicated, it is best to find out by consulting the card catalogue or other means of reference, whether in the lending department there is a sufficiently up-to-date work on the subject to be of service. In the majority of cases this will be so, and an intelligently developed lending library is a far more accessible supplement to a reference room than whole buildings filled with out-dated magazines. There being two popular accounts of 'Mendelism' in publication, it is to be supposed that your library will contain one; if not, the next plan is to immediately turn up the back periodicals covering as precisely as possible the particular phase of learning in point—if not biology then 'pure' science, and so on."

It seems to be taken for granted that if one of the two popular accounts of "Mendelism" is in the library the work of the reference

librarian is done. This might be the case and it might not. In general, most subjects are going through the process of evolution, and the knowledge in regard to them published in book form is quite certain to be out of date; an adequate idea of the subject can only be gained from late periodical literature. We do not know exactly what the phrase "turn up the back periodicals" means, but it probably means a tedious search through odd numbers or indexes to late volumes of such journals as might be most likely to contain articles on the subject. In such a dilemma one would be obliged to agree that "an intelligently developed lending library is a far more accessible supplement to a reference room than whole buildings filled with out-dated magazines." "Out-dated" probably means everything back of the current number. If Mr. Hawkes had said valuable, we should have disagreed with him, but when he says accessible and admits he has no index, we are obliged to agree. With his next statement, however, we must find fault.

"This is preferable to consulting a general index to periodical literature, or even one to technical literature, and for pure science recourse is to be had to the half-yearly volumes of *Nature*. Being superbly indexed it will not be a very lengthy task to discover the article on 'Mendelism,' which is some two or three years old."

We understand that this means that it is preferable to "turn up" (that is, to hunt through) the most likely late magazines, rather than to use a general index in this connection. We would mention that in our *Readers' Guide to Periodical Literature*, 1900-1904, there are four articles on "Mendelism." During this period the subject begins to receive some attention. Each of the annual volumes for 1905, 1906 and 1907 have articles on this subject, and the last has twelve articles of which only four are to be found in *Nature*. Science has more material on this subject than *Nature*.

The author next mentions the subject of "Tungsten as applied to incandescent lamps." We find articles in each of the annuals for 1906 and 1907 referring to this subject. It has evidently been overlooked that technical subjects are very often discussed in magazines which might be called general, and also that the general indexes include many of the heavier magazines. For such subjects it would be best to use the *Engineering* index. In the next paragraph the writer admits the waste of time in going through the magazines.

"Should it happen, however, that the matter needed were not a technical one by any means, it would be a ridiculous waste of time to delve promiscuously into any magazine that may occur to you, and any general indices that may be available will be found extremely useful. When such an article as is desired here is eventually exhumed, it is an excellent notion, as recommended by J. C. Dana, to make a note of its whereabouts on a card to be filed for future reference; for if a subject has once been requested it is not at all unlikely to again be a motive for enquiry."

The suggestion to make a card index for inquiries that have been made was a good one at the time it was made and is still good, provided this labour of index making does not duplicate the much more economical and ready-made indexes which are so cheap as compared with individual effort. For example, the annual *Readers' Guide* for



1907, if built on the card index plan, would require a cabinet of about sixty trays, and the cards and cabinet would cost much more than \$100, while the entire index in book form costs \$6 a year. How can Mr. Hawkes justify the tedious making of indexes by individuals while the cost of the cards he would require in making a very small and ineffective index would cost more than the equivalent, a sixty-drawer card index, adequately done.

Under "Articles relating to Subject Hunting" are given seven references (six of which are to American publications prior to 1898), all of which emphasize the value of periodical literature. On looking up the reference to *Library Journal* for 1891, page 299, we find the following:—

"Mr. Mosman enumerates the questions on which patrons were seeking information, and closes with—'this all in one afternoon and without exception from magazine articles preferred.'"

In the reference to *Library Journal*, 1905, Conf. No., page 12, we find an article by Mr. Brett in which he emphasizes the value of late magazines and the need of an up-to-date index.

"I have already defined what I believe to be their most notable function: that is, to bring important subjects close to date, giving us the latest information and thought upon them and yet according them a more thorough and satisfactory treatment than they usually receive in the newspapers. After the volumes are completed, bound, and added to the series on the shelf, and moreover after the supplemental volumes of *Poole's Index*, which contains them, is issued, they at once form a part of the most important collection of books in the library.

Too high an estimate can hardly be placed on the index by Dr. Poole and the supplemental volumes by Mr. Fletcher. They are the master-keys for unlocking vast treasures of information, and have rendered of great value those collections which were before nearly valueless for reference. The only limit to their usefulness is that they do not give us the information as close to date as it is convenient to have it.

The greatest need now is an index which will do for recent magazines what the Poole and Fletcher indexes do for those a little older. The *Review of Reviews*, as we all know, furnishes an index to current periodicals, which is of value, but is not full enough to be satisfactory. The August number indexes 112 periodicals in 288 entries; or less than three entries to each periodical. Some other work of the same sort has been done, but, so far as I know, it is even less complete than the *Review of Reviews*.

A serious drawback to the usefulness of all such indexes published at short intervals is their rapid multiplication and the consequent necessity of looking in an increasing number of places for the desired information. Some plan which would furnish libraries with an index of current magazines in the form of printed cards, similar to the book-cards published by the Library Bureau, seems to be a desirable thing. The preparation of such an index involves so much expense as to place it beyond the reach of any except the wealthiest libraries. I believe, however, that by the co-operation of a sufficient number of libraries, the expense might be reduced to a sum which would render it practicable. Without some such help, the main reliance for the use of recent periodicals must still be upon the good memory and zealous research of our library assistants.

It often happens that the title of an article tells little or nothing of its real subject. An article published in an English review during the war, ostensibly on newspaper-reading, is really a passionate defence of the rights of the southern states to the independence for which they were fighting, and a fierce attack on the national government for its attempt to coerce them.

Such instances, in which the title of an article either fails to give any information as to its contents or conveys an entirely mistaken idea, are of frequent occurrence."

A little later Mr. Brett himself published the *Cumulative Index*, which was four years ago consolidated with the *Readers' Guide* and is now issued under the latter name. Mr. Hawkes is evidently not aware of this change, since he includes the *Cumulative Index* and does not mention the *Readers' Guide*.

Under the reference to *Library Journal*, 1897, Conf. No. 65, we find the following:—

"In addition to the usual reference-books, by all means have the sets of bound periodicals stacked in the reference room. . . . When there is free access to the shelves, very little assistance from the person in charge will enable visitors to use the indexes compiled by Dr. Poole, Mr. Fletcher, and the Cleveland Public Library, and with these guides, teachers and students, members of clubs and debating societies, scholars and newspaper reporters will be able to find for themselves the latest word of the best authority on their respective subjects."

In *Public Libraries*, volume 1898, page 207, Mr. Faxon, in speaking of the great lack of indexes, says:—

"For more than a century men had been giving to the world, in periodicals, the result of their discoveries—to be read and enjoyed by their contemporaries, but practically lost to subsequent generations."

All of the references seem not only to indicate the value of the current periodicals, but to urge especially the need of indexes.

In his list of indexes to periodical literature, the *Review of Reviews Index* (annual) is included, and supposedly the writer does not know that this has been discontinued for several years. The *Review of Reviews Monthly Index* has also been discontinued in the edition published in the United States, but it is possible that the edition published in England may continue that feature—in which case they should, of course, be properly included in the 1907 list of periodicals.

We notice especially, of course, the absence of the *Readers' Guide* published since January 1st, 1900; since that time the most valuable general index published in the English language.

THE H. W. WILSON COMPANY,  
Minneapolis.



## VIEWS CURRENT.

o o o

WE are informed that, owing to the phenomenal response to the circular *re* the Proposed Institute of Librarians, some four dozen having replied out of the 23,000 librarians of the country (*vide Literary Year-Book*, 1908), the promoters have decided to make the Institute a strictly limited, gilt-edged, numbered and select

body, consisting only of the top-sawyers of the profession. It is not quite clear if all the valiant four dozen have expressed their willingness to join the "Proposed Institute," or whether they represent the total response elicited by the circular, but at any rate this very lukewarm reception should be enough to prove that such an organization is only required by a few very extra special individuals who want to "run a chapel of their own."

R.I.P.

A timely note on the miserable stipends paid to library assistants is contributed to the *Academy* of February 22nd by G. T. S., who gives examples of the qualifications required and salaries offered by two northern corporations. In one case £80 is offered for an experienced man who seems to be expected to possess the qualifications of Sir Boyle Roche's bird, and be in two places at once, because he is to occupy the "joint position of assistant librarian at the central library and librarian of a branch library." In four years this accomplished officer will *rise* to £100. The other case is worse, save that there is no suggestion of a Jekyll and Hyde, lightning-change transmigration. Vulgarly speaking, for twenty-five "bob" a week, less than a caretaker's pittance, this library authority demands at *least* five years' experience of Public Library work, a practical knowledge of the Dewey classification, and a cataloguing knowledge of English, Latin and French! In the interests of librarianship it would be much better if such advertisements were confined to the local newspapers, and not given a prominent place on the front pages of the *Athenaeum*.

X.X.X.

*Apropos* of the genial controversy in the *Library World* regarding the respective merits of breeks *versus* kirtles in library work, it may interest some to know that the Minister of the Fine Arts in France has signed a decree authorizing the appointment of women as attendants in public museums and libraries. Hitherto, in France, women have only entered the sacred shrine of libraries on bended knees, accompanied by a scrubbing brush, and this action of headquarters has therefore stirred up some jubilation among the kirtles and a corresponding despondency among the breeks. It will be interesting to watch if this decree has the effect of sending educated Frenchwomen to this country and America in quest of training, as a similar alteration in the policy of employing women has sent them in considerable numbers from Germany, Holland, Sweden and elsewhere to gain some experience of library work.

F.I.C.H.U.

Before finally leaving the other "Views" to work out what Destiny has in store for them, it will be educational to many to know that the paragraph in our December issue referred to more than has been printed in the *L.A. Record*. All members of the L.A. may not be aware that ever since "Current Views" were commenced, the Publications Committee have been busy rejecting offensive paragraphs, worse by many degrees than some of the doubtful ones which were printed. These offensive "Current Views" were in effect published by being

read to the editorial committee and also to the Council, and from what we have heard about some of the paragraphs, the authors should be devoutly thankful to the Council that they were suppressed. In some respects good may have been done had publication taken place, inasmuch as some of the men now posing as innocent martyrs would have been shown up in quite a different light. Readers of this page will now understand that all the facts connected with a department which ought not to be allowed in an official journal, have not been disclosed, and will, perhaps, also realise that no question of "diminished demand" can arise in connection with periodicals which are neither rivals nor in any way antagonistic. The continued prosperity of any library periodical is a good thing for librarianship, and while we still retain the opinion that personalities are completely out of place in a purely official journal, we do not on that account wish anything but the greatest success and increased influence for the *Record*. So long as it remains an official journal, it is bound by its very nature to be more or less formal and a trifle dull, but it need not be, any the less, a most valuable historical record, which will probably be more appreciated in the future than it is at present.

L.A.R.



## THE BOOK MUSEUM AT BRUSSELS.

o o o

AN interesting and valuable institution has been established in Brussels which should prove highly influential on the book-production of Belgium in the near future. This is *Le Musée du Livre*, which was founded in 1906, and is now housed in an old building, given by the Government, situated in the Rue Villa Hermosa, close to the Royal Library and Museum. The Musée is really a kind of association formed to study and expound the Book, and its membership comprises most of the societies in Belgium which are connected with the production of books. Thus are found associated societies representing printers, bookbinders, lithographers, photographers, booksellers, publishers, authors and bibliographers, who meet in Brussels and discuss matters relating to books and illustration. The headquarters in the Rue Villa Hermosa are fitted up with exhibition rooms, a lecture room, photographic dark room, class rooms and other accommodation, and everywhere the decorations are artistic and effective. While the present writer was there early in March, a very fine exhibition of Belgian books produced during 1907 was on view, and the appreciation in which this is held is shown by the fact that, during the brief period of his visit, a delegation of printers from Ghent came to see the books and the house. There was also a fair sprinkling of the general public. To some extent,

this Book Museum realizes the idea of a permanent Book Exhibition, such as was discussed in the *Library World* some months ago, although it is not quite so selective in principle. The books are, however, arranged in classified order, according to the system of the Institut International de Bibliographie, and the result is most instructive and effective. During the present session, 1907-8, a full course of lectures has been given, dealing with book production in every aspect, and these attract good audiences. The lecture hall is fitted up with an optical lantern, screen and signalling apparatus, and altogether the Belgians have reason to be proud of an institution possessing such valuable powers for influencing high-class production. The Books Production Committee of the Library Association might glean a few hints for future work from the proceedings of the Musée. Part of the work of the Book Museum consists in the publication of a series of reproductions of lithographic, photographic and typographic specimens of work, and this is issued quarterly. A similar federation of societies interested in book-production would be a useful body to establish in the United Kingdom, and if organized on the same semi-social lines, it could hardly fail to affect the whole of the problems connected with books.

J.D.B.



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

o o o

**Cardiff.**—Some outspoken articles and correspondence have recently appeared in the *Western Mail*, Cardiff, condemning the Cardiff system of school libraries as "extravagant" and "useless." One article, after giving examples of alleged failures, concludes thus:—

"Cardiff was the pioneer in school libraries. Their inauguration was due to one of the ablest and most enterprising librarians in the country, Mr. Ballinger. We regret the failure of a scheme so admirably conceived for increasing the love of true literature in the youth of this country; but, unless much better results than those we have recorded can be shown, the advisability of continuing the system is questionable."

No official reply has been made to these statements as far as we have seen, but as this question is one on which librarians are greatly divided, it will be interesting to watch future developments at Cardiff, where, as every librarian knows, the library officials and authority are among the most experienced and competent in the country.

**Coventry.**—A large and valuable collection of books and prints has been given to the Public Library by the family of the late Mr. Wm. G. Fretton. It comprises many rare items, and there are considerable collections relating to the legend of Lady Godiva.

**Dundee.**—The library of the late Mr. John Maclauchlan was sold by auction on March 3rd, and realised £127 18s. 6d. There were 747 lots.

**Enfield.**—Mr. Andrew Carnegie has promised to give £8,000 towards the erection of a new central library.

**Glasgow.**—The experimental courses of lectures in connection with the Public Libraries were inaugurated on Feb. 29th, when Professor Denney lectured at the Dennistoun branch on "Dr. Johnson in his own works." In the course of his remarks the Professor made an appeal for more systematic reading. On March 3rd, the course was continued at the Townhead branch, where the Rev. Dr. Thomas Martin lectured on "The art of reading to advantage." If these lectures are successful, it is the intention of the Council to organize courses as part of the library system. The minutes of the Libraries Committee contained reference to a letter from the Bookbinders' and Machine Rulers' Consolidated Union (Glasgow Branch), pointing out that the work now carried on by female labour in the work-room of the Mitchell Library was a direct encroachment upon the province of skilled male labour. The committee expressed the opinion that it was unnecessary to take any action in the matter, and the Council adopted the recommendation.

**London : City.**—The National Dickens Library has now been deposited at the Guildhall, and when it was announced as open for public inspection, hundreds of people flocked to view it.

**London : Fulham.**—Mr. Andrew Carnegie having promised £15,000 towards building a new central library, the library authority have appointed Mr. Henry T. Hare, the eminent architect, to design the building, and the plans have been approved. The new building will occupy the site of the present library, but will cover the whole of the forecourt and come out to the pavement level.

**London : Hampstead.**—The Borough Council have approved the recommendation of the Public Libraries Committee to extend the area of the central library by about 2,050 sq. feet, in order to provide a children's department, at an estimated cost of £1,912, to be raised by loan.

**London : Islington.**—The exhibition of local prints and drawings which was held at the West Library, has now been removed to the North Library, where it has attracted large numbers of the public. The central reference department will be opened to the public in April, and it is expected that the central adult lending department will be ready in May.

**London : Paddington.**—A proposal to adopt the Public Libraries Acts over the whole area of the borough, in order to equalize the cost of maintaining the Queen's Park or Kensal Town Library (inherited from Chelsea), was submitted to the Paddington Borough Council, but was lost on being put to the vote.

**London : St. Pancras.**—The chairman of the Public Libraries Committee has promised to introduce a modified scheme for a system of libraries, and Mr. Carnegie will be approached should the Council agree to the modification.

**Manchester.**—The Public Libraries Committee having received a report from a deputation, consisting of Alderman Plummer (chairman), Councillor T. C. Abbott (vice-chairman) and Mr. C. W. Sutton (chief librarian), on their visit to libraries in Bristol, Oxford and London for information regarding the planning of a new central library for Manchester, it was resolved that the same deputation be instructed to visit the United States and procure the latest ideas on libraries in some of the more important towns.

**Montrose.**—Dry rot has broken out in the reading-room floor of this comparatively new Carnegie library, and steps are being taken to stop it. Had this appeared in the lending department, no doubt the country would have been flooded with circulars attributing the dry rot to the pernicious influence of open access! Rector Strong, chairman of the Libraries Committee, had occasion recently to defend the library from certain misinformed critics, who complained of alleged extravagance in management. Extravagance on an annual income of £282! The marvel is that such a comparatively huge amount of work can be accomplished on so little. In library circles the Montrose Public Library is regarded as a most progressive and well-managed institution, which is doing work that will compare favourably with any other town in Scotland. Hawick, for example, with a population of 17,000, issues 41,000 books with an income of £370, whilst Montrose issues over 50,000 books, and spends only £282.

**Nelson.**—On February 29th, Mr. A. Henderson, M.P., opened the new Carnegie library, towards which the donor gave £7,000.

**Sunderland.**—On February 26th, the foundation-stone was laid of the first of the Carnegie branch libraries at Hendon. Three branches are to be erected, and Mr. Carnegie has given £10,000 for the buildings.

**Swansea.**—The Swansea County Borough Council has resolved to increase the library rate from 1d. to 1½d. under the powers conferred by Section 150 of the Swansea Corporation Act, 1889. This increase came into force in February.

**Torquay.**—Mr. Carnegie has increased his original gift of £7,500 for a library building by £1,400 in order to free the library from debt.

**Taunton.**—Second report, 1907 :—Issues, 65,265, or an increase of 23,784 over preceding year. The issues in the Science and Art section show an increase of 100 per cent., and the Historical and Biographical section an increase of 98 per cent., while the fiction issues have decreased by 4 per cent. The figures show a steady growth of public interest in all departments. Initial steps towards the proposed extension of the institution have been taken. The committee have purchased land adjoining the present building for the sum of £250,

and a sub-committee has been appointed to deal with the matter. A resolution of thanks was accorded to the secretary and librarian, Mr. A. E. Baker, for the excellent way in which he had drafted the report.

**Waterloo-with-Seaforth.**—Lord Stanley opened the new Carnegie library on February 6th, and delivered an address on systematic reading. The building cost £7,000 and includes the usual departments.

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**Mr. A. J. Ayerill** has been appointed senior assistant at the Stoke-on-Trent Public Libraries.

Librarians of all grades will be pleased to learn that **Mr. E. A. Baker**, M.A., the popular borough librarian of Woolwich and the able secretary of the Library Association Education Committee, has had the degree of Doctor of Literature (D. Lit.) conferred upon him by the University of London. Those who know Dr. Baker need not be reminded that he has earned this distinction most thoroughly by a series of valuable works on literature and some special studies in the history of fiction.

**Mr. James Duncan** has been appointed sub-librarian and sub-curator of the Dundee Public Libraries, in succession to the late Mr. David Douglas.

**Miss Bessie Jones**, for twelve years librarian of the Llangollen Public Library, has resigned, and the committee have placed on record a warm appreciation of her valuable services.

We regret sincerely having to announce the death of **Mrs. Rylands**, founder of the John Rylands Library at Manchester, who died at Torquay, on February 4th, 1908. The valuable and extensive library established by Mrs. Rylands is one of the choicest collections of rare books in existence, and its presence in Manchester makes that city one of the greatest bibliographical centres in the world. By her will, Mrs. Rylands leaves £200,000 to further endow this great treasure-house of fine books.

Messrs. George Routledge & Sons, Limited, have arranged with **Mr. Ernest A. Savage**, librarian of the Wallasey Public Libraries, to publish in the autumn a book on library history. The book will be a summary account of the history of libraries and of book-collecting from the earliest times, with useful appendices in the form of tables and brief biographies; and it is specially designed for students taking section V. (a) of the Library Association syllabus. The price of the book will be such as will bring it within the reach of every library assistant.

**Mr. Henry T. Hare**, F.R.I.B.A., the eminent library architect, read a paper on "The planning of modern Public Libraries" before the Liverpool Architectural Society, on February 3rd, and it was well discussed by the architects, and fully reported in the professional journals.



**Mr. James Duff Brown**, chief librarian of Islington, has recently returned from Belgium, where he lectured on British municipal library work at Antwerp on February 29th, and at Brussels on March 2nd. Mr. Brown was invited by the library authorities of Antwerp and by the Institut International de Bibliographie of Brussels to give an account of library work in the United Kingdom, and he illustrated his remarks by a selection of lantern slides representing the exteriors, interiors and work of all kinds of English libraries. A selection from these slides was shown to the monthly meeting of the L.A. in London on March 9th.



## LIBRARY PUBLICATIONS.

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### CATALOGUES.

**Bootle Public Libraries.** Third supplement to the catalogue of the Central Library. Compiled by Charles H. Hunt, librarian, and Wm. T. Montgomery, sub-librarian. 8vo., pp. 82. Jan., 1908.

A brief-entry dictionary catalogue, with contents set out in many cases. Subject entries are very clearly shown by printing them in smaller type under DeVinne headings.

**Glasgow Public Libraries.** Index catalogue of the Parkhead District Library. 8vo., pp. 415. Dec., 1907. Price (paper) 4d.; (bound) 8d.

Another addition to the long series of well-compiled dictionary catalogues coming from Glasgow. In spite of its excellence, we have still to be convinced of the wisdom of printing a separate catalogue for each branch library in a system like the Glasgow one.

**Great Harwood Co-operative Society.** Catalogue of the Library. Compiled by L. W. Law, sec. and librarian, and Harry Taylor, assist. librarian. 8vo., pp. 103. 1907. Price 6d.

A catalogue classified on the "Adjustable" system. There are occasional annotations, in a number of cases the sub-title being used. Author and subject indexes are provided, and although the author index might have been extended to give indications of titles where more than one page is referred to, there is no doubt that this little catalogue will prove an efficient key to the library.

**Pittsburgh:** Carnegie Library. Classified Catalogue, 1902-1906. Part 1: General Works, Philosophy, Religion, Sociology, Philology. Pp. 392. Price 85 cents.

Part 2 : Natural Science, Useful Arts, Fine Arts. Pp. 393-825.  
8vo. 1907. Price 60 cents.

The first two parts of the second section of this big catalogue. The typography has been altered somewhat with the result of greater clearness, and on the whole the annotations seem to be more systematically apportioned. This is one of the best librarians' catalogues issued, but we imagine that few of the library's readers will pay £2 10s. for the three volumes of the first section recently issued. By the way, there is a curious discrepancy between the price of the original parts and the price of the bound volumes. It may be set out as follows :—

Price of three vols. bound ... .. £2 10 0

Price of the three vols. complete, in parts,  
with all title pages, indexes, etc.

|        |     |     |          |
|--------|-----|-----|----------|
| Part 1 | ... | ... | 10 cents |
| 2      | ... | ... | 15       |
| 3      | ... | ... | 25       |
| 4      | ... | ... | 50       |
| 5      | ... | ... | 25       |
| 6      | ... | ... | 25       |
| 7      | ... | ... | 40       |
| 8      | ... | ... | 65       |
| 9      | ... | ... | 30       |
| 10     | ... | ... | \$1.20   |

\$4.05 = 16 10½

Seeming cost of binding ... £1 13 2½

Eleven shillings per octavo volume seems a fairly stiff price to pay for a buckram binding, but perhaps there is some other reason for this enhanced price.

**Wigan Public Library.** Reference Department. Catalogue of books. By H. T. Folkard, F.S.A., librarian. Part 8, PL-Q. 4to., pp. 2953-3229. 1907.

Like the Tennysonian brook, this catalogue seems likely to go on indefinitely, and although when finished it will be a monumental piece of work, we have doubts as to the wisdom of elaborating a catalogue to such an extent. An enormous amount of work and space would have been saved if such works as the *Dictionary of National Biography* and the *Encyclopædia Britannica* had been left to index themselves—as they do quite efficiently. Nevertheless, this catalogue will be exceedingly useful as an index to general literature, and personally we look forward to its completion.

#### RECENT CROYDON PUBLICATIONS.

Several publications have been issued from the Croydon Public Libraries recently of sufficient interest to justify a heading to themselves. The first number of *The Croydon Crank*, the magazine

of the Croydon Libraries Staff Guild, was issued in January. It is a cyclostyled pamphlet of eighteen pages, and appears under the editorial guidance of Mr. H. Rutherford Purnell. The number comprises a Dedicatory Sonnet, by "S."; an introductory editorial; "The Crank Chronicle"; a short sermon entitled "Priest—Physician—Librarian," by Mr. L. S. Jast; "Staff Courtesy, by Mr. W. C. B. Sayers; "The Branch Point of View: a Library Assistant's Reading"; "The Deferred Payment of Fines," by F. H. Bonner; "Suggestion for a Label Holder," by H. Dixon; "A Jaunt with the Janitor," "Reference Work," and "The Crank off Duty." As will be seen from this, the contents are exceedingly varied—and they are as good as they are varied. We heartily wish the *Crank* every success. The Croydon Libraries have also issued recently a *Handbook of Information and Readers' Companion*. This forms a little pamphlet of 128 pages, every other one of which is an advertising page. As it is these advertisements that have made the publication of the *Handbook* possible, however, we must not complain at their appearance in this position. The handbook contains all sorts of descriptive and explanatory matter, and is an interesting record of an active library. There are several illustrations and plans.

#### REPORT.

**Library of Congress.** Report of the Librarian, and Report of the Superintendent of the Library Building and Grounds: for the fiscal year ending June 30th, 1907. 8vo., pp. 167. *Illus. and plans.* 1907.

The library has increased by 54,604 volumes during the year, and by 75,438 prints, maps, etc., making the total contents of the library 1,433,848 volumes and 816,923 prints, etc. The most important accession during the year was the Yudin library of over 80,000 volumes relating to Russia and Siberia, and all save about 12,000 in the Russian language. About 9,000 volumes of Japanese literature were also acquired. A movement was started during the year to throw open a part of the Library of Congress as a public lending library for the people of Washington, but this quite rightly has been stopped. A special report on the privileges of the library, arising out of this movement, is included. There is much interesting matter regarding the cataloguing, classification, publications, and other activities of the library, but for it we must refer our readers to the report itself.

#### MISCELLANEOUS.

**Bodleian Library.** Staff-Kalendar, 1908; Supplement, 1908.

This quaint and useful little book, with all its cautionary references to back-stairs and boys, is getting considerably more bulky. This year it contains about 350 pages, additions to the Supplement being mainly responsible. Among the new sections this year are "Rules for the first revision of the catalogue of printed books," various notices to other libraries, and a section on photographing.

## "THE BIBLIOPHILE."

**The Bibliophile:** a Magazine and review for the collector, student and general reader. Vol. 1, No. 1, March, 1908. Price 6d. net.

This new monthly devoted to bibliography and literary criticism has started well. It is tasteful and sumptuous in appearance, and well produced in every way. This number contains, among other articles, the following:—"W. E. Henley," by G. K. Chesterton; "Finely Illustrated Books," by Mrs. Arthur Bell; "Prints, and how to collect them," by Arthur Hayden; "Early Book Advertisements," by Alfred W. Pollard; "History in Book-Plates," by Geo. C. Peachey; "Thomas Hollis," by Samuel Clegg. There are also many reviews and short notes. The magazine is well illustrated, some of the plates being in colour. On the whole, *The Bibliophile* is an exceedingly attractive magazine, and we wish it all success.

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NOTE.—Notices of a number of reports and magazines, etc., have had to be omitted owing to pressure upon our space.



## LIBRARY ASSOCIATIONS.

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## THE LIBRARY ASSOCIATION.

THE February meeting of the Library Association was held at 20, Hanover Square, on the 10th, when twenty-eight members and visitors attended. Mr. Inkster, of Battersea, was voted to the chair, and he called upon Mr. Bond to read a paper by Mr. E. A. Savage, of Wallasey, entitled—

## "SOME DIFFICULTIES IN BOOK SELECTION."

This was a plea for strict limitation of stock in small libraries and for selective, rather than general representation of subjects. The paper was discussed by Messrs. Jast (Croydon), Plant (Shoreditch), Hopwood (Patent Office), Baker (Woolwich), Peddie (St. Bride Technical Library) and Philip (Gravesend).

A second paper by Mr. W. J. Wilcock (Peterborough), was also read by Mr. Jast. It was entitled—

## "HOW THE RATE LIMIT AFFECTS THE PUBLIC LIBRARIES OF THE SMALLER TOWNS,"

and the discussion was carried on by Messrs. Brown (Islington), F. Meaden Roberts (Stepney), Baker (Woolwich), Plant (Shoreditch), Jast (Croydon), Bond (St. Pancras) and Peddie. At the conclusion of the meeting, Mr. F. Meaden Roberts gave notice that at the next meeting he would draw attention to a recent library appointment.

The March meeting was held on March 9th, with an attendance of about sixty members and visitors, and Mr. Inkster was again called to the chair. Mr. W. C. Berwick Sayers, sub-librarian, Croydon, read a paper on

**"THE MANIA FOR BRICKS AND MORTAR,"**

which took the form of an assault upon the action of certain localities in providing over-elaborate and expensive buildings, too many branches, and buildings devoid of artistic feeling. Incidentally he touched upon the present-day folly of small places erecting buildings they are unable to support, because the funds are easily obtained. The paper was discussed by Messrs. Snowsill (Camberwell), Plant (Shoreditch), Lewin, Jast (Croydon), Peddie (St. Bride Inst.), Newcombe (Camberwell), Philip (Gravesend) and Wharton (British Museum). Most of the speakers, while agreeing with some of Mr. Sayers' strictures on bookless libraries, declined to agree with his views on the æsthetic side of the question.

The second part of the evening was devoted to the exhibition of a number of lantern slides by Mr. Jas. Duff Brown, showing the work of British municipal libraries in every department, and the buildings in which it is carried on. These pictures were used by Mr. Brown at Antwerp and Brussels, on February 29th and March 2nd, to illustrate his lecture on British library work. Mr. Brown, in the course of a few introductory remarks, strongly urged upon the Library Association the necessity for forming a large collection of good lantern slides, showing every aspect of library work, which could be used in all parts of the country for propagandist work. Mr. Jast had suggested that a popular lantern lecture on similar lines, free to the public, should be given in every town visited by the Library Association, and Mr. Brown said that this idea should be extended by means of the branch associations and individual librarians so as to cover the whole of the country several times every year. He pointed out that if the libraries throughout the Kingdom would contribute slides illustrating their buildings and work, it would be possible to select several representative sets and have descriptive lectures delivered in every important locality, in order to educate the public in the varied, useful and enormous work annually accomplished by the municipal libraries alone. Incidentally, Mr. Brown's paper rather tended to disprove Mr. Sayers' contention that British library buildings were, on the whole, inartistic. Furthermore, it was even more clearly proved that, however ornate or plain the exteriors may be thought, the interior arrangements and decorations were in nearly every case appropriate, handsome and well-planned. If this is so generally the case, why trouble about libraries resembling jails, banks, or schools? Mr. Jast's apt query as to what Mr. Sayers really did consider the correct taste in library elevations was not answered, unfortunately, but we are prepared to offer him space in which to lay down the proper "Canons" in the æsthetics of library architecture. As he has already compiled "Canons" for other departments of professional work this task should be comparatively simple!

The meeting concluded with a question by Mr. F. Meaden Roberts as to his proposed resolution, but as he did not press this, the matter was dropped.

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A Summer School for provincial and other students will be held at the London School of Economics, July 13th-18th, 1908. Courses of lectures will be given in all sections of the Syllabus, and visits to libraries and printing and binding works will be arranged. Applications for admission should be sent not later than April 15th, to Ernest A. Baker, M.A., D. Lit., Hon. Sec., Education Committee, 24, Whitcomb Street, W.C.

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#### LIBRARY ASSOCIATION: NORTH-WESTERN BRANCH.

THE lengthy report of the annual meeting of this society which appeared in our last issue was cut down considerably from its original MS. proportions in order to find room for its most interesting parts. Certain gratuitous personalities were also excised, for the reason that no professional magazine can afford to concern itself with the private feuds of any group of individuals. Also, in the reducing process, the following paragraph was omitted, and the hon. secretary is good enough to suggest that, in some occult way, this was "unfair interference" with something equally obscure which seems to lodge at the back of his mind. Here is the all-important paragraph, which on re-examination does not seem to be so universally exciting as Mr. McKnight evidently imagines:—

"Three of our members have resigned their membership of the Library Association, but they continue to be members of the branch. It is hoped such resignations will be discontinued by the satisfactory settlement of the capitation grant difficulty, which the Council believes to be injurious to the branch and to the parent Association itself, and which is now under the consideration of the Council of the Library Association. A very valuable paper on this subject was printed in the July *Library*, and the Council with the kind permission of the author (Mr. A. W. Pollard) reprinted it in pamphlet form and distributed it to the members."

We can assure Mr. McKnight and all others that nothing will be suppressed which "may be unpalatable to anyone in London," provided such statements are expressed in moderate terms and are free from needless personalities.



## NORTH-WESTERN ECHOES.

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LIBRARIANS in Lancashire and Cheshire form quite a happy family, and evidence of this has been seen recently at the opening of four Carnegie libraries—Eccles, Pemberton, Accrington and Waterloo. A large number of librarians received and accepted invitations to the opening ceremonies, a sign of the cordial good feeling which exists between the librarians of the new libraries and their colleagues, who were glad to be present on the auspicious occasions. By the way, when a number of librarians are present at an opening ceremony or any public function in connection with a library, it is noticeable that the librarian—the one who does all the work and to whom special credit is due for internal arrangements of the building—very rarely receives any recognition for the hard work he has had to undertake. It is an omission due, it is obvious, to want of thought rather than want of appreciation of the local librarian. A very pleasing exception to this regrettable state of things was especially gratifying to the librarians who were at Waterloo when the librarian (Miss Kate Fearnside) and her assistants received their due meed of praise from members of the Library Committee. Nor was the late librarian, Miss Edith G. Taylor (now Mrs. James Hutt, who still retains her interest in the library movement and is a regular attender at L.A. and N.W.B. meetings) forgotten, and her work in laying the foundation of sound library development was generously acknowledged.

Very great interest has been aroused in Lancashire and Cheshire by a suggestion made at a recent meeting of the North-Western Branch that that body, with the co-operation and assistance of the other branch associations should issue a magazine or bulletin for circulation amongst its members. It is certain the suggestion will receive careful consideration at a very early date and it is probable the idea will take actual form. It is pointed out by those in favour of the bulletin that the country members will then have an organ of opinion independent of those who control the L.A. from London. There can be no doubt of this; if such a journal is necessary and comes into existence it will be the measure of condemnation of the *L.A. Record*, a condemnation which will take the severest possible form. The reason for the proposed bulletin is found in the refusal of the Publications Committee to publish in the *Record* letters sent by country members. The Publications Committee will be hoist with its own petard, if the current views of the branches are freely expressed in a journal circulated only amongst the branch members. What then will become of the *L.A. Record*?

N.W.



## REVIEWS.

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**Trench** (Archbishop). *Notes on the Miracles of Our Lord*; with introduction by A. Smyth Palmer, D.D. Routledge. 8°, 7½". Pp. xix. + 390. Price 2s. 6d. net. (*London Library*).

This work, first published in 1846, needs little or no introduction, it being a well-recognised standard on the subject. Dr. Palmer in his lengthy introductory preface says: "Miracles are of the essence of Christianity. No one who reads the Bible with a candid and impartial mind can be of another opinion. As Dr. Salmon expresses it 'a non-miraculous Christianity is as much a contradiction in terms as a quadrangular circle; when you have taken away the supernatural what is left is not Christianity.'"

The preliminary essay treats:—On the names of the miracles; the miracles and nature; the authority of miracles; the assaults on the miracles; and the apologetic worth of the miracles.

A chapter is devoted to each of the thirty-three miracles treated of.

This edition is much to be commended, and its price should bring it within the reach of all students of Christology. A very fine portrait frontispiece is given of Archbishop Trench.



## CORRESPONDENCE.

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## BOLTON PUBLIC LIBRARIES.

*To the Editor of THE LIBRARY WORLD.*

SIR,—I should like to have the opinions of librarians, either direct or through the columns of your journal, with regard to the extension of the privileges of the lending library to persons not resident, rated, or employed within the borough.

It will be known to most of your readers that the Public Libraries Act, 1892, allows the extension of the benefits of lending libraries to persons residing outside library areas, either free or by payment of a subscription, and I know that the former is done in some cases and in others the latter. But there are many of the important centres such as Nottingham, Newcastle and Bradford, which allow only *residents* to borrow, whilst Birmingham includes any whose names are on the current Parliamentary register in addition to these. Bristol, Sheffield, Worcester and Leeds accept a subscription of five shillings a year, but



the last-named town allows all directors of public companies, with registered offices in the city, whether they are personally resident or not, to become borrowers on obtaining the usual guarantee. Cardiff and Manchester allow anyone to borrow, provided the signature of a local ratepayer is obtained, which of course indemnifies the Corporation for any loss up to a reasonable amount.

The question has recently been brought up here before a Council of ninety-six members, and considerable discussion took place, the matter eventually being referred back to the Libraries Committee for further consideration.

The resolution proposed was to allow "outsiders," on payment of 2s. 6d. per annum, the same library privileges as persons resident, rated, or employed within the borough, and the point of the discussion seemed to be that "it would not pay." The Council are now asked to consider it at 5s. per year, together with the usual guarantee.

There seems to be much to be said on both sides of this question, and not the least phase of the subject is the one where a large borough like Bolton is surrounded by small towns where libraries exist, but owing to the limitation of the rate the small towns are unable to cater for the *bona-fide* student in the same way as the large town.

Faithfully yours,

ARCHIBALD SPARKE.

*The Central Reference Library.  
26th February, 1908.*



## LIBRARY ECONOMICS.

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**34. Filing of Periodicals.** There being several methods of filing periodicals, and filing rooms being of different construction in every library, it is perhaps difficult to decide which is the best and quickest method to adopt. At some libraries the periodicals are filed in boxes, made to take a whole or a half-year's numbers. The title of the periodical is hand-typed or written on a piece of paper, and then pasted on the front of the box. The box is then placed, according to its size, upon a numbered shelf. An alphabetical list is made of all the periodicals, with the number of the shelf on which they are placed. This list can be written on foolscap, and pasted on cardboard, and then hung up near the shelves. For instance, if a back number of any periodical is required, the assistant can refer to the list for the number of the shelf, and immediately obtain the magazine. This is, in some respects, a good method of filing, but at the same time, a considerable amount of space is required for the size of the boxes, as, owing to their lids or hinges, they need a lot of room when opening; and it is not always easy to take such periodicals as the *Field*, *Live*

*Stock Journal*, or the weekly illustrated papers from a high shelf. The boxes also are apt to become broken, and the hinges break after a not very long existence.

Periodicals may also be filed on boards, about half an inch thick, and made a little longer and broader than the periodicals they are intended for. The titles of the periodicals are pasted on the front of the boards, which should then be placed alphabetically upon the shelves.

A very quick and easy method of filing periodicals is to have a room fitted with shelves about two feet above one another. The periodicals are then placed on the shelves in strict alphabetical order, with the name of each typed, and pasted on the front of the shelf. In this way any periodical may be found in an instant. Where it is possible, newspapers should be filed in the newsroom, and placed in shelf-less cupboards, as the back numbers are often required by readers.

Newspapers may also be kept in order upon racks, with a board underneath to act as a runner and support, and a sheet of cardboard placed on the top to prevent the dust from settling on them. This also could apply to magazines. In some libraries, where newspapers are only kept for a short time, they are laced together and rolled in order in sheets of American cloth.

When the old periodicals are removed from the tables during the day, those that are purchased or kept for any particular use, should be put into a place specially reserved for them. Those that are to be filed should be put into a cupboard, or placed on a shelf in the newsroom, and be filed the next morning.

Filing should not be left for two or three days, as it soon accumulates, and in the end takes far more time than if it is done every morning.

EDITH E. GLENISTER, *Islington*.

**35. Committee Work:** A COMBINATION OF THE AGENDA AND REPORT.—Some time ago a letter appeared in the *Library World* asking for the names of those librarians who were their own secretaries. We never saw any list given in answer to this question, for the number of librarians who act in the dual capacity is undoubtedly small. It is for the benefit of that minority, and others who may be interested, that this short article is written.

The librarian who acts as his own Clerk sends out the agenda, thus convening his own meetings. Where that official is not his own Clerk the work is done by the Clerk to the Council.

The form of agenda generally used consists of an octavo sheet with fly-leaf, but this form is too well known to need explanation here. As, however, the librarian sends out a fortnightly, monthly or quarterly report, as the case may be, on the work of the library, I intend to show how the agenda and report may be amalgamated with advantage. Many items come up from time to time that would be better were a few explanatory remarks regarding them made on the agenda. The

items by themselves can convey little to the committee. If the agenda be combined with the report these remarks can be made, which is preferable to sending out the agenda alone.

A double sheet of plain foolscap is used, and on the top of this would be printed the name of the library and other particulars as shown.

# BOROUGH OF SPENTON.

## LIBRARY AUTHORITY.

*Agenda and Librarian's Report for the month ending* \_\_\_\_\_

Spenton, \_\_\_\_\_ 190

DEAR SIR,

A Meeting of \_\_\_\_\_

will be held in the Library on \_\_\_\_\_ the \_\_\_\_\_ day  
of \_\_\_\_\_ 190\_\_\_\_, at \_\_\_\_\_ o'clock, \_\_\_\_\_ m.  
when the business appended hereto will be considered, and which  
meeting you are respectfully requested to attend.

I am,

Yours faithfully,

JOHN W. JONES,  
*Librarian and Secretary.*

1. Minutes of last meeting.
2. Receipts and Statistics for the month ending 31st. Jan., 1908.  
The amount received for fines, catalogues, cards, etc., during the past month has realised the sum of £5 6s. 8d. Of this sum the fines amounted to £3 1s. 6d.  
Then follows statistics.
3. Accounts. The following accounts have been presented for payment :—  
Then give list of accounts.
4. Suggested Borrower's and Subscriber's Index Register.  
I beg permission to complete and perfect the scheme for the registration of books. The indicator as at present used tells what books are out, and by whom taken, but does not tell what any individual borrower is reading. The scheme to be submitted will give the latter information in an instant, and will also facilitate the booking of subscribers' payments. The adoption of this scheme will necessitate the purchase of about 2,000 large stout cards, costing 11s. 3d. per thousand.

The above illustration is given to set forth the idea. All the matter is printed on the front of the double sheet of foolscap down to

1. Minutes of last meeting, which is always the first item in committee. The other portions of the foolscap are of course used for the report, etc. The agenda and report may be copied by aid of the Mimeograph, or any duplicating apparatus.

Number 4. shows how an item on the agenda can be explained, thus saving time at the meeting, as each member has a certain grasp of what is meant; whereas in sending out an agenda in the ordinary way it would simply appear as "Suggested Borrower's and Subscriber's Index Register," no explanation being given.

ERNEST W. NEESHAM, *Erdington.*

**36. The Preparation of Magazines for the Tables.** Much of the success of a reading room depends on the neat and attractive arrangement of the magazines and periodicals. These should be marked off in the book or card provided for that purpose, and, in order that there may be no delay in placing the new magazine before the reader, it is essential that this be done at once.

All undated or odd issues should be marked off by their numbers.

The assistant who marks off a periodical should carefully note any variation in price and mark it in the book or card, thus saving time and trouble when the account comes in. Special or double numbers, numbers containing index, &c., sometimes vary in price.

Each magazine should be stamped with the name of the library, as in the case of books, one special place being fixed upon for the position of the stamp. The top right-hand corner is, perhaps, better than the centre of the top of the page, as, if not very carefully done, this is apt to look untidy. Plates should be neatly and somewhat unobtrusively stamped in the same place.

Periodicals likely to be bought after use might be more sparingly stamped than those for filing or preserving.

When stamping the magazine the assistant should see if the pages require cutting; this should be done next.

Periodicals which are not fastened together, and have loose plates, as, for instance, the *Building News*, or *Tailor and Cutter*, are apt to get very untidy in their covers. This could be obviated by the periodicals being sewn together, in the same way as loose sections of books are treated; where loose plates are given they should be mounted and sewn in the magazine. This is done by taking a strip of mounting paper about one inch in width, and cutting it to the length of the plate. Paste the back of the inner edge of the plate all the way down about half-an-inch in width, then place the mounting paper on the pasted part, which will leave about half-an-inch of the paper projecting for the purpose of sewing. When mounting more than one plate, one piece of paper may be utilised for two plates by placing them both on the same piece of paper, leaving a space in the centre of the latter for sewing.

If it happens that a magazine is in use when the new number arrives, the latter should be put into the cover at once and the reader requested to return the old copy when finished with. Unless this course

is adopted other readers are prevented from having the latest number. All old numbers after being taken off the tables should be placed in a special place, so as no time is wasted next morning when these numbers have to be removed for filing.

A list of the magazines purchased after use should be made, giving the names of the persons to whom they are sold, and the amount to be paid for each.

Magazines which are to be bound should have the title pages taken out and filed, in alphabetical order, in a separate box provided for the purpose.

ROSINE L. DUMÉNIL, *Hackney.*

### 37. Terms and Phrases used in Library Work.

(I.)—Some of the following terms, words, etc., may appear to be out of place here, as not a few are so very obvious in meaning. However, from personal observations made by the compilers, they find it is just some of these terms that an inquiring junior often asks the meaning of; and, from the experience gained in the preparation of this far from comprehensive list, they have learned that many references must be consulted before an answer can be found. The compilers, too, have further learned that definitions from even authoritative sources differ considerably, and comparison or verification is rendered more difficult by the sources not, in many cases, being of an "index" character.

**Abbildung.** (*Ger.*) Illustration; cut; picture.

**Abdruck.** (*Ger.*) Impression; print.

**Abhandlungen.** (*Ger.*) Transactions of a society.

**Abonnement.** (*Fr.*) Subscription.

**Abschnitt.** (*Ger.*) Section or part of a book.

**Absolute location.** *See* Fixed location.

**Access to shelves.** *See* Open access.

**Accessions routine book.** A book in which are entered particulars of each lot of books as received, whether by donation or purchase. It is usually ruled to show the date of accession, name of the book-seller or donor, the first word on the invoice, number of volumes for lending, reference, juvenile, and the cost of each lot, etc., totals of volumes and cash being carried forward. The book assists in ascertaining stock and costs to date. Not to be confounded with Stock Book.

**Accessions list.** *See* Stock book.

**Accessions number.** The progressive number given to each book added to the library.

**Acts, Library.** The various Acts of Parliament under which British public municipal libraries are constituted. Those at present in force range from the years 1855 to 1901.

**Added entry.** An entry in a catalogue other than the main entry, and which may consist of an editor, a title, or subject entry.

**Addendum** (*plural, da*). Something added or to be added.

**Additions, List of.** A list of recent books added to stock, and usually arranged in strict order of accession—the last book on the list then being correctly set out as the “latest addition.”

**Adjustable Classification.** A scheme invented by Mr. James Duff Brown, and first published in 1898. “It is arranged in a series of independent classes, and instead of the main divisions being fixed in a numerical sequence, qualified by sectional sub-numbers, they are numbered in one series of sections of equal value. The even numbers only are used in the first issue of the scheme, thus allowing for it being doubled. The scheme is adapted to the class of books most often to be found in the smaller British municipal libraries, and the geographical sections are worked out more fully than usual.”

**Adjustable shelving.** *See* Shelving.

**Adoption of Acts.** The adoption of the Libraries Acts by a resolution of the Council of any city, borough, urban district, etc., or vote of a meeting or poll of the ratepayers in the case of a rural parish.

**Advance copies** or sheets. Copies of a book in sheets, or bound, printed for preliminary notices or for publication in more than one place at a time.

**Æt., ætatis** [anno]. (*Lat.*) In the year of his age.

**Agenda book.** A book in which the librarian enters a memorandum of the various items of business to be brought up before the committee.

**Aids to readers.** These can be either printed or mechanical, and consist of bibliographical works, reading lists, bulletins, lectures, enquiry desks, etc.

**Aîné** (*fern., ée*). (*Fr.*) Elder, senior. This has occasionally appeared in catalogues as an author's name!

**A.L.A.** American Library Association. Founded 1876.

**Album.** From *albus* (*Lat.*), white, hence its application to unprinted books as receptacles for manuscripts or drawings.

**Alcove.** A recess in a library, made by two book-cases projecting from the wall, or other divisions.

**Alinéa.** (*Fr.*) Paragraph.

**Alle Rechte vorbehalten.** (*Ger.*) All rights reserved.

**Allonge.** (*Fr.*) Fly-leaf.

**Allonym.** A false name, especially the name of some person assumed by an author to conceal identity and gain credit.

**All rights reserved.** (*Fr.*, Tous droits réservés; *Ger.*, Alle Rechte vorbehalten; *Sp.*, Derechos de propiedad.) A term put upon books by an author, signifying to the public that the copyright is reserved, and that proceedings will be taken against any person doing anything which infringes that copyright.

**Alphabetic-classed catalogue.** "A subject catalogue made by class entry, in which the classes are arranged alphabetically and the sub-divisions of the classes are also arranged in alphabetic order."

**Alphabetic subject catalogue.** A catalogue arranged alphabetically by subject headings only.

**A.L.S.** In book-sale catalogues = autograph letter signed.

**Alternative title.** A sub-title, which usually follows the word "or" in a title; e.g., *Christie's Mistake; or, the adventures of an orphan.*

**Ampersand.** Name given to the character "&" (and), originally formed of a combination of the letters E and T, making the Latin *et* (and).

**A.N.** Absque nota. (*Lat.*) Sign denoting absence of particulars of place, date, etc., of publication.

**Ana** [often with the euphonic *i* added: *iana*]. Applied to notable sayings, anecdotes, etc., in connection with a particular person, place or subject, as *Swiftiana*.

**Anagram.** A transposition of the letters of a word or sentence so as to form a new word or sentence.

**Analytic.** The entry of a part of a book under a heading, with a reference to the title of the book where that part is. For instance: HOMER. Arnold (M.) On translating Homer. *In* Arnold's Essays, vol. I.

**Anastatic printing.** A method of obtaining fac-simile impressions of a printed page, or engraving (without re-setting the types or re-engraving the plate) by saturating the page to be copied in nitric acid, and afterwards transferring it to a zinc plate, which, eaten away by the action of the acid on non-printed parts, leaves printed portion in relief.

**Angle block.** See Blocks.

**Anhang.** (*Ger.*) Appendix.

**Anm.** Abbreviation of Anmerkungen (*Ger.*) = notes.

**Annals.** A record of events in their chronological order, year by year.

**Annotation.** A term in cataloguing "applied to all processes of describing the leading features and ideas of books in a succinct manner, whether by analysis, or criticism, or both together."

**Annual.** Term applied to a book published yearly, like *Who's Who*.

**Anonymous.** (*Fr.*) Anonymous.

**Anonymous.** A work is considered anonymous if the author's name does not appear on the title-page or in the book.

**Anthology.** A collection of extracts from the writings of various authors, sometimes from the writings of a single author.

**Apoconym.** A name changed by the cutting off or elision of letters or syllables.

**Appendix.** A supplement or something added to a book.

**Application call slip.** A printed form supplied by the library for the use of readers for stating author, title, and call number of book wanted, or for the call number only.

**Application form.** (Borrowers'). A printed form supplied by the library for readers to fill in their name, address, age, and other particulars to enable borrowers' tickets or cards to be issued. *See* Borrower's Card.

**Appraisal.** The estimate of the value of a book regarding the subject with which it deals.

**Apud.** (*Lat.*) According to, in the work, or works of.

**Aquatint.** A method of etching on copper by means of acid, which imitates washes with a brush, giving the effect of a sketch in monochrome. Reproductions of coloured caricatures were made by this process.

**Arabic numerals** [so called]. 1, 2, 3, etc., as distinguished from Roman I., II., III., etc.

**Archetypal novel.** Commonly used to describe the earliest romances, tales and works of fiction, the forerunners of the modern novel.

**Archives.** Public records, which may be annals, chronicles, deeds of property, registers, etc., of historic interest.

**Art paper.** Specially made for use in half-tone printing, the necessary smooth surface being produced by mineral preparations. The paper has no enduring qualities and is unsuited for much handling.

**Assumed names.** Names used to designate an office, profession, party, or qualification—in cataloguing treated as real name. Ex.: Foreman Patternmaker; Business Man; An M.J.I. May also be applied to Pseudonyms, etc.

**Asterisk.** A mark thus \*, technically termed a star, usually used as a reference mark.

**Asyndetic.** A catalogue without cross references.

**Atlas.** A size of writing or drawing paper, 33" × 26".

**Auflage.** (*Ger.*) Edition.

**Ausgabe.** (*Ger.*) Edition.

**Ausgeben.** (*Ger.*) To publish.

**Ausschnitt.** (*Ger.*) Extract.

**Author.** "The person who writes a book; in a wider sense it may be applied to him who is the cause of a book's existence."

**Author catalogue.** A catalogue in which every book is entered under its own author or editor, or the name of the country, department, institution, or place, which is technically the author or *raison d'être* of the book.

**Author entry.** The entry of a book in a catalogue under its author's name as a heading.



**Author marks,** numbers, symbols. Tables of numbers or letters used for numbering authors so as to distinguish one from another. There are several schemes in use, including Cutter's, Merrill's, and a new one by Mr. J. D. Brown, described in his *Subject Classification*.

**Author's proof.** The clean proof sent to an author after the compositor's errors have been corrected.

**Author's revise.** Proof bearing the author's or editor's corrections.

**Autograph.** A person's own handwriting.

**Autonym.** An author's real name.

**Autorisierte Auflage,** or Ausgabe. (*Ger.*) Authorized edition.

**Autotype.** A photographic process by which pictures are produced in monochrome; also applied to a print so produced.

**Backs.** Referring to the "back" margin of pages—that part of a book which is sewn when bound.

**Band.** (*Ger.*) Volume.

**Bands.** The cord on to which the sheets of a book are sewn. "When a book is sewn 'flexible' the bands appear on the back. When the back is sewn so as to imbed the cord in the back, the appearance of raised bands is produced by gluing narrow strips of leather across the back before the volume is covered."

**Bastard title.** The half-title before the full title of a work for the purpose of protecting the general or full title from injury.

**Belles lettres.** Polite literature, or that which implies culture, such as poetry.

**Bericht.** (*Ger.*) Statement, report.

**Berichte Auflage.** (*Ger.*) Corrected edition.

**Bespeaking books.** See Reserved books.

**Betting news, "blacking-out."** See Blacking-out.

**Bibliography.** The science which treats of the history, description, editions, cataloguing, preservation, etc., of books. The term is also used to mean a list of books on any subject, author, place, etc.

**Bibliopegy.** Art of bookbinding.

**Bibliophile.** Lover of books.

**Bibliothécaire.** (*Fr.*) Librarian.

**Bibliothek.** (*Ger.*) Library.

**Bibliothekar.** (*Ger.*) Librarian.

**Bibliotheksbewegung.** (*Ger.*) Library movement.

**Bibliothekswesen.** (*Ger.*) Library science.

**Bibliothèque.** (*Fr.*) Library.

**Bild.** (*Ger.*) Picture.

**Billige Auflage.** (*Ger.*) Cheap edition.

- Binder's title.** The title lettered on the back of a book by the binder, to distinguish it from the publisher's binding or cover.
- Binding.** There are many styles of bookbinding ornament, the Byzantine, Cottage, Etruscan, Grolier, Harleian, Saracenic, Winchester, etc., styles may be mentioned as examples.
- Binding materials.** The materials used in bookbinding, such as morocco and pigskin leathers, vellum, cloths, thread, glue, pigments, gold leaf, etc.
- Binding sheet or slip.** A sheet on which are entered instructions to the binder for dealing with the books; a slip placed in each volume giving directions to the binder.
- Blacking-out.** The obliteration of racing or betting news from newspapers. In some libraries this is effected by smearing printers' ink, or by covering these columns with strips of paper.
- Black-letter.** Gothic and old English type; an expression also used to indicate old church type. It is the earliest form of movable type, made to imitate the letters of manuscripts.
- Blatt.** (*Ger.*) Newspaper; leaf of a book.
- Bleed.** When a book or pamphlet has been cut down too much so as to shave off some of the printing—the book is said to “bleed.”
- Blind-blocked.** Lettering on book covers not inked or gilt, only embossed or impressed.
- Blind-tooled.** A book which has been impressed with tools, without being filled in in colour or gilt, is said to be “blind-tooled.”
- Block books.** Books printed from wooden blocks. The pages were cut out in relief from a solid piece of wood. Supposed popularly to be the immediate predecessors of movable type, though some authorities hold that they came later.
- Blocks.** Blocks of wood used to indicate temporary absence of books from the shelves, or to show that particular books are located elsewhere. These blocks or dummies are usually about 7" × 5" ×  $\frac{3}{4}$ ", painted white, or covered with white paper to take on the lettering of the book represented. Angle blocks are used in charging trays and in card cabinets, etc., to keep the tickets or cards at a convenient or proper angle for easy handling and examination.
- Blue book.** A book containing an official report or account. The British colour is blue; French, yellow; German, white; Austrian, red; Italian, green.
- Board papers.** The part of the end papers pasted on the boards.
- Boards.** A book is in “boards” when the boards are covered with paper to distinguish it from one covered with cloth or leather. This binding was common before the invention of cloth covers in 1826.
- Body of the work.** The text (type) of a book, distinguishing it from the preface, appendix, notes, etc.

**Bolt.** Folded edge of the sheet in an unopened book.

**Bookbinding.** *See* Binding.

**Book card.** A card kept in a book briefly stating author, title, accessions number, etc. Used for charging purposes.

**Book carriers.** In the Library of Congress, Washington, there are book carriers for the quick transit of the books required. "These carriers consist of a pair of endless sprocket chains, 20 $\frac{1}{4}$ " apart, driven throughout the day, without a stop, by small electric motor at a speed of 100 feet per minute. The chains run over sheaves of such size that the book trays, hanging on trunnions between the chains, may pass freely over the axles at the several changes of direction along the route." Books required by senators or representatives at the Capitol are conveyed by these carriers on an automatic cable road connecting the library with the Capitol through an underground tunnel. Other varieties of book carriers are illustrated in Brown's *Manual of Library Economy*. *See also* Book holder.

**Book-case.** *See* Shelving.

**Book-holder.** Small portable stands for keeping books in order for desk or table use. Sometimes called book carriers.

**Book labels.** In the bookbinding trade, a term applied to thin leather or paper labels for the backs of books, bearing title, etc., in gilt, etc. *See also* Book plates.

**Book marks.** These are used in some libraries after the book has been bound, and consist of tape or ribbon inserted in the volume. Another variety is a card inserted by the publisher for advertising purposes.

**Book number.** A letter, number, or combination of numbers given to a book so as to distinguish it from its fellows by means of a symbol shorter than the author and title.

**Book plates, Ex-Libris.** A mark of ownership. Originated in Germany very shortly after the invention of printing, early engraved book-plates were heraldic in character. The label is nearly always pasted on the inside of the front board.

**Book pocket.** A pocket pasted on the first inside board of a book for holding either the book-card or borrower's ticket.

WM. MCGILL, *Islington*, and

WM. J. PHILLIPS, *Glasgow*.

(To be continued.)



## A LIBRARIAN'S VISIT TO BELGIUM.

By JAMES DUFF BROWN, *Chief Librarian, Islington.*

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THE fact that an English librarian was asked to describe the work of British municipal libraries, to audiences in Antwerp and Brussels, may be taken as a certain indication that a change is impending in the library world of Belgium. At the invitation of M. Frans Gittens, city librarian, Antwerp, acting on behalf of the Foundation for the Permanent Endowment of the Communal Library and Plantin-Moretus Museum, and M. Paul Otlet, secretary-general of the International Institute of Bibliography, Brussels, I had the honour and pleasure of lecturing on English library work and conditions to representative audiences greatly interested in the subject. This, it is understood, is the first time an English librarian has been invited to lecture on such a subject on any part of the Continent, and I certainly felt it a great honour and privilege to be thus selected for such a congenial task. The language difficulty was luckily no great bar, as most of my audiences, both Flemish and French, understood English quite well. In addition, the International Institute of Bibliography had printed a translation of the lecture, as No. 92 of its publications, and this was issued as a twenty-two page pamphlet entitled *Les Bibliothèques municipales en Angleterre*, and distributed at Brussels. At Antwerp the programme also contained translations of the titles and remarks about the lantern slides, so that everything was made easy for one who has always deplored his inability to acquire the art of speaking foreign languages. As a further instance of the care and thoughtfulness exercised to provide for my comfort, I should acknowledge the kindness of M. Eugène Everaerts, town librarian of Ostend, who, on representations from his colleague at Antwerp, met the steamer and passed me and my "projections" through the Custom House without trouble. There is no doubt that our Belgian friends have the knack of making strangers feel thoroughly at home. I am not likely to forget the kindness and hospitality of M. W. von Mallinckrodt, chairman of the Permanent Endowment Commission at Antwerp, who, with his charming wife, invited me to a lunch at which some of the chief residents were present, including Sir Cecil Hertslet, H.B.M. Consul-General; Mr. Diedrich, the American Consul-General; M. Henri Hymans, chief librarian of the Royal Library at Brussels; M. Max Rooses, of the Plantin Museum; M. Frans Gittens, with some members of his staff; and other gentlemen connected with the city and municipality of Antwerp. The same kindly hospitality was extended by M. Gittens, of Antwerp, and M. Otlet, at Brussels, and everything was done by all with whom I came in contact to make me feel at ease and nothing of a stranger. In fact it

is impossible for anyone who has read Scott, Brontë and Conscience to feel like a stranger in Belgium. The lecture at Antwerp was given in the large and finely decorated hall of the Cercle Royal Artistique, Littéraire et Scientifique d'Anvers, a kind of general Arts Club combining the functions of places like the London Institution with those of an ordinary social club. The hall was capable of seating 1,000 persons, and was rather beyond my poor powers as an elocutionist. About 600 people attended, of whom a large number understood English, and my lecture, luckily for my audience, largely pictorial, was very well received. There was no preliminary introduction of any kind, and my "turn" came on after a concert had been about half heard. The following programme will give an idea of the kind of mixed entertainment which brought out 600 people on a snowy winter's afternoon :—

**CERCLE ROYAL ARTISTIQUE, LITTÉRAIRE ET  
SCIENTIFIQUE D'ANVERS.**

**MATINÉE**

DU SAMEDI 29 FÉVRIER 1908, À 15½ HEURES

*Organisée sous les auspices du Fonds de Dotation Permanent pour la  
Bibliothèque Communale et le Musée Plantin-Moretus.*

**1<sup>re</sup> PARTIE.**

CONCERT sous la direction de M. FLOR. ALPAERTS,  
Maître de Chapelle du Cercle.

1. " S'il l'avait su " ... .. J. Eykens (1812-1897)  
Paroles de M<sup>me</sup> DESBORDES-VALMORE
2. " Tobie ou le Retour à la Vue " ... .. L. de Burbure (1812-1889)  
Poésie d'EMILE DESCHAMPS
3. " Het Roosje uit de Dalen " ... .. J. F. Volckerich (1815-1897)  
Woorden van THEOD. VAN RYSWYCK
4. " Le Chien Barbet ou le Convoi du Pauvre " F. J. J. Janssens (1801-1835)  
Paroles de
5. " La Folle " ... .. Alb. Grisar (1808-1869)  
Paroles de PORRET DE MORVAN
6. " Dixit Dominus " ... .. H. Simon (1783-1861)
7. Duo de l'Opéra " Les trois Cousines " ... P. J. Suremont (1762-1831)  
Paroles de DANCOURT (1661-1725)

Les nos 1, 3, 5 et 7 seront chantés par Mad<sup>lle</sup> EMMY SMETS.

Les nos 2, 4, 6 et 7 par M. HERREBRANDT.

**2<sup>re</sup> PARTIE.**

CONFÉRENCE de M. J. DUFF BROWN, bibliothécaire en chef de la commune  
d'Islington (Londres) et musicologue.

Court exposé— Un peu de statistique.

Près de cent projections, représentant des bibliothèques anglaises et quelques  
vues de la bibliothèque principale de la ville d'Anvers.

(Projections par M<sup>r</sup> VAN BERKENSTYN.)

3<sup>e</sup> PARTIE.

8. Trio final et chœur de la Cantate De Toonkunst (La Musique) *P. J. Suremont*  
(Œuvre couronnée au concours d'Amsterdam en 1818)

Paroles de H. H. KLYN.

Solistes : Mad<sup>lle</sup> DE CLERCQ, M. M. VERBERCKMOES et BOGAERT.

Le piano sera tenu par M. SIGFR. WAGNER.

Le programme de ce concert, consacré à des musiciens anversois de la 1<sup>re</sup> moitié du dernier siècle, est exclusivement composé d'œuvres faisant partie des collections de la Bibliothèque.

The music was mostly of the sentimental, old-fashioned character, which we associate with the mid-Victorian ballad period, and was evidently easily enough identified by the majority of the audience as being tolerable and not unduly exciting. Miss Smets sang her songs with much charm, being especially successful in "Het Roosje uit de Dalen," by Volckerick. I was rather surprised, but also extremely pleased, that only a few people left the hall at the end of part 1, and my lecture, with "projections," evidently had fewer terrors for most of the audience than the snow outside. There was no formal vote of thanks at the close, but the people were kind enough to applaud when I had finished, and I gathered from this that they were either happy or relieved! I was both, and thoroughly enjoyed my visit later on to the splendid new Flemish Opera House, with Mr. and Mrs. Gittens; and still later, my brief stay at one of the masked balls which are held by the dozen to introduce the carnival.

The lecture at Brussels was given on Monday evening, March 2nd, at 8.30, in the compact hall of the Musée du Livre in the Rue Villa Hermosa, and it was attended by M. Hymans, chief of the Royal Library, and about fifty or sixty people, most of whom were either interested in libraries or actual workers in those of Brussels. A better, or more intelligent, audience it would be impossible to address, and here the lecture went off very well, although it was rather elementary and descriptive for such an expert gathering. At the conclusion, M. Paul Otlet moved a vote of thanks in English fashion. The chief point in my lecture which impressed my professional hearers, was the many-sided nature of British municipal library work, and the variety and convenience of our systems of management. I think that it also helped to dispel some of the misrepresentations which our own newspapers have so industriously circulated, to the effect that English popular libraries only issue tons of trashy novels, and cater for the newsroom loafer. It is a pity to find such false impressions created abroad by careless and irresponsible journalists, and I feel certain the Library Association will act wisely if it institutes a lantern-lecture campaign on the lines suggested at the March meeting of the L.A. in London. There was very little time left for me to enquire into library conditions in Belgium, as I left for London on Tuesday morning, but I gathered that there is a very strong feeling in favour of library extension on English lines. Popular lending libraries, large reading rooms for periodicals, children's libraries, lecture rooms, etc., are practically non-existent in Belgium or Holland, although a commencement has recently been made at Rotterdam. Most of the town libraries are open for reference purposes for a few

hours daily; books are occasionally loaned, sometimes to subscribers only; but none of those efforts are on a large scale, nor does any municipality give a very substantial grant. Special funds have to be established, and that at Antwerp, which is one of the most flourishing, is not able to support branches and extensions such as are urgently required. At Brussels the same holds good. Although there are lending libraries attached to some of the schools, only a pound or two per annum each is appropriated by the City Council for their maintenance, and it can be judged, therefore, what likelihood there is that any of these places are flourishing. Where Belgium at present seems to be taking a leading place is in the arts of Book Production and Bibliography, and when the magnificent new art museum is completed at Brussels, Belgium will have a centre of activity second to none. A large model in plaster of this splendid art palace was on view when I was in Brussels, and librarians who know that city will realize what a huge building is contemplated when they learn that the new structure will enclose the present Royal Library, part of the art museum, and occupy the sites of several streets which at present cover the steep slope leading up to the Place Royale. In this great art and literary centre, the International Institute of Bibliography will be suitably housed. There is no doubt the Belgian librarians are dealing with the same problems as ourselves, and it will be a good thing for both nations if occasional conferences can be organized at which mutual difficulties can be discussed.



## THE SHEAF CATALOGUE.

By JAMES DOUGLAS STEWART, *Islington Public Libraries.*

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### VI.—RULES FOR AN AUTHOR AND TITLE SHEAF CATALOGUE (*Continued*).

#### *TITLE ENTRIES.*

52. Title entries to be made for all works of imaginative literature—fiction, poetry, drama, music (when there is a distinctive title), etc.—and for any other works in general literature, the titles of which either convey no idea of the subject matter of the books or are distinctive and likely to be remembered.

Of the following miscellaneous entries, for example, those marked with an asterisk should have title entries made for them. The catch-words are shown in italics:—

\**East End Idylls.*

Education: intellectual, moral, and physical.

- \**Edwin* Drood.  
Electric batteries.  
Electricity and magnetism.
- \**Elbow* room.  
Elements of drawing.
- \**Émile* : treatise on education.  
English language.
- \**English* traits.  
Essay on population.
- \**Ethics* of the dust : on crystallisation.

### Catchword.

53. The catchword of a title entry to consist of the first word not an article of the title.

54. In several cases it is advisable to make added entries under a catchword which is not the first word and an article. To take a familiar example, the title

*The Posthumous papers of the Pickwick Club,*

if catalogued strictly under "Posthumous," must also have an entry under "Pickwick" (Fig. 22).

|   |                 |
|---|-----------------|
|   | <b>Pickwick</b> |
| The Posthumous papers of the Pickwick<br>Club, by C. Dickens. |                 |
|   | Fiction.        |

FIG. 22.

55. Books which are known by more than one title must have references under each of the titles. For example, the *Thousand-and-one-nights*, also known as the *Arabian nights*, must be catalogued under both "Thousand" and "Arabian."

56. Added entries, either for varying titles or for important parts of titles (such as Ex. 22), do not affect the compilation of a catalogue and add greatly to its efficiency, and should be provided wherever thought desirable.

### SERIES ENTRIES.

57. Entries should be made under the names of series only when the names convey some definite information about the subject or treatment of the books contained in the series.

For example, entries should be made for series like the following :—

Contemporary Science Series  
Nature Series  
Nineteenth Century Series



but not for :—

Daffodil Library  
Methuen's Shilling Series.

58. The catchwords for series entries to be governed by the rules for title entries.

59. The arrangement of book entries under the heading to be *chronological*, thus allowing for additions made to the series to be added at the end of the entries as they are acquired.

60. The slips for series entries to be written as shown in the following example (Fig. 23). The series is an imaginary one.

| Botanical                             |   |       |
|---------------------------------------|---|-------|
| Botanical primers. Ed. by T. Smedley. |   |       |
| Petersen (P.)                         | Grasses. 1898.                                  | E 351 |
| Adams (W. I.)                         | The Rose. 1899.                                 | E 600 |
| Baxter (V.)                           | A Guide to the distribution<br>of plants. 1899. | E 167 |
| Thoms (R. S.)                         | Bulbs. 1900.                                    | E 105 |
| and so on.                            |   |       |

FIG. 23.

### SEQUELS.

61. If any of the works of an author are in the form of sequels this should be indicated. This indication, however, should be in addition to the complete alphabetical list of his works, in order that the direct alphabetical reference to any book may be retained. They should be indicated as follows :—

62. On the first slip, if there are more than one, preceding the alphabetical list of works there should be a reference to the sequels list (Fig. 24) :—

| Cooper<br>(James Fenimore).                       |         |
|---|---------|
| <i>Sequels shown at end of alphabetical list.</i> |         |
| The Deerslayer                                    | Fiction |
| Eve Effingham                                     | Fiction |
| Heidenmauer                                       | Fiction |
| Last of the Mohicans                              | Fiction |
| and so on.  |         |

FIG. 24.

63. Then, at the end of the alphabetical list of the author's works, here should be the following slip (Fig. 25) :—

[continued]

**Cooper**  
(James Fenimore).*Among Cooper's works are the following sequels:—*

## LEATHERSTOCKING TALES.

- |                         |         |
|-------------------------|---------|
| 1. Deerslayer           | Fiction |
| 2. Last of the Mohicans | Fiction |
| 3. Pathfinder           | Fiction |
| 4. Pioneers             | Fiction |
| 5. Prairie              | Fiction |

## LITTLEPAGE MANUSCRIPTS.

- |                |         |
|----------------|---------|
| 1. Satanstoe   | Fiction |
| 2. Chainbearer | Fiction |

and so on.

FIG. 25.

64. The foregoing rules, with those of the general rules that apply, are sufficient to guide the compilation of an author and title catalogue. Minor points can easily be settled as they arise, and it has been thought unnecessary to bulk out these rules by including them.

The next section will deal with the compilation of a Subject Sheaf Catalogue.

*(To be continued.)*

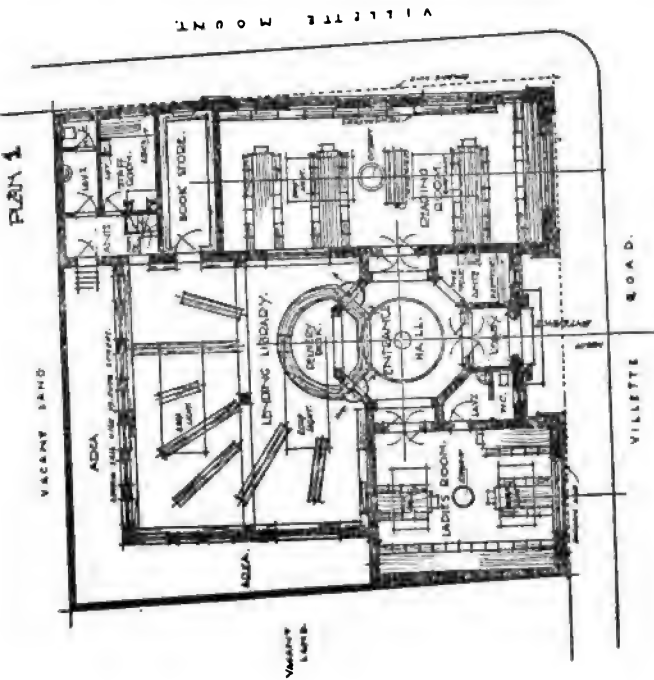
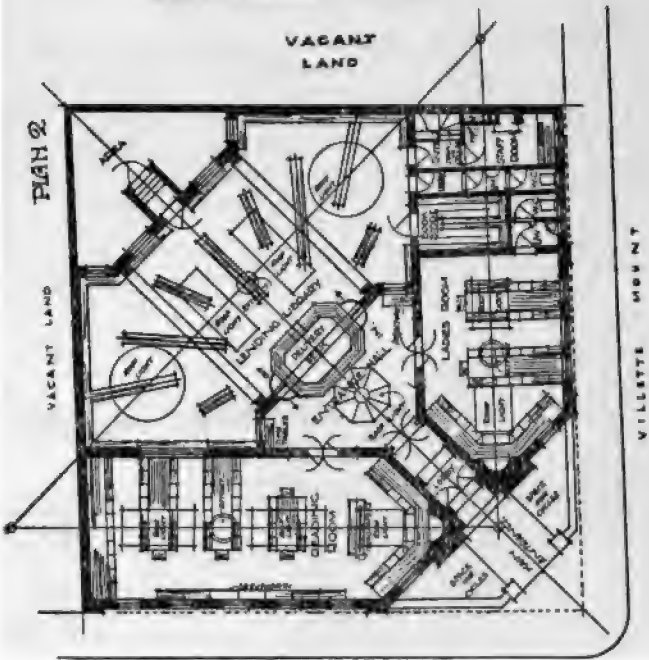
## THE SUNDERLAND PUBLIC LIBRARIES.

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SOME time back we illustrated a branch library ground-plan prepared by Mr. Charlton Deas, public librarian, Sunderland, for one of the three branches being built in that town. The plan was adopted by the Corporation for the West End site, and architects were invited to submit plans on the same bases for the remaining two sites, two prizes being offered in each case.

Remarkable to relate, on the assessor's award being made, it was found that the designs of Mr. Edward Cratney (of Davidson & Cratney), architect, of Sunderland and Wallsend, had secured both first and second prize in each case. Mr. Cratney, who specialises in library buildings, has had quite a number of his plans premiated of late. The library at Annfield Plain, which was won in competition, and also is in the county of Durham, is among those being built from Mr. Cratney's designs. We are able to illustrate in this issue his two plans selected for Sunderland, and at present being carried out. It will be noticed that they are arranged on the one-storey principle, which is so desirable where space permits.

THE LIBRARY WORLD.



These buildings will be followed with special interest by librarians and committees in the North, as they are to be arranged on the "safe-guarded" open access system, which will here make its *début* in the Public Libraries of the Northern Counties of England.

The Sunderland Libraries Committee and the Town Council have, after careful consideration, unanimously decided upon this step, despite the circulation of much free "don't" literature on the part of indicator missionaries.

It is expected to open the first of the three branches before the autumn of this year, with a commencing stock of 7,000 volumes.



## THE LATEST PROFESSIONAL MAGAZINE.

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THE important announcement which has been made on behalf of the North-Western Branch of the Library Association, concerning the immediate establishment of a new bulletin or magazine for Branch Library Associations, has been received with a general feeling of stupefaction or awe. That this venture is designed as "the measure of condemnation of the *L.A. Record*, a condemnation which will take the severest possible form," will no doubt add to its attractiveness in many quarters, and secure for its promoters the lively time they deserve. We have been favoured with an advance copy of this *Branch Library Association Bulletin*, and submit a few extracts as a foretaste of the savour and explosiveness of its contents:—

### "DRY ROT IN THE LONDON L. A. COUNCIL.

"I object in the most unmeasured terms to the use of personalities on any occasion, and make a point of never using them myself, but it is impossible to refrain from adverting to the undignified tactics of certain chairmen and officials, who take advantage of the positions into which they are thrust, without any qualifications save those of self-importance and push, to serve the narrow and selfish interests of the London clique. This miserable clique is bent upon obstructing progress and in defeating the aspirations of the more strenuous Lancashire members, and to such an extent has dry rot affected its deliberations that it can vote nothing but the 'previous question' to every resolution submitted. Everything original is suppressed, and the money of the Association at large, which should be spent in developing the Branches, and the *Bulletin*, is squandered in the most reckless fashion in bolstering up classes for the sole benefit of London library assistants. When! oh when! will this injustice and incompetence cease?—G. T."

### "THE LANCASHIRE LASH.

"There is some dodge being played. I smell a rat! What has become of the N.W. motion *re* the increased capitacion grant? Has

this been lost in the post, or submitted to a committee, which has transferred it to a sub-committee, which has passed it on to some deadly OFFICIAL, who will misfile it and swear he never heard of it? We in the N.W. have heard of such manoeuvres before. Many of us have suffered from them, but now we have this *Bulletin*, which can lash, and, if necessary, apply a live petard, we shall no longer be hoodwinked by faked-up excuses and false charges against the efficiency of our glorious Post Office system. We wait, with calmness and complete lack of confidence, for some mention of this capitation motion. Nothing seems to have been done; time goes on; the grant is not increased; and it only remains to remind certain officials that July and Brighton are coming, when demonstrations of a resolute and terrible nature will ensue, if immediate satisfaction is not forthcoming.—S.E.M."

#### "BOGUS EXAMINATIONS AND EXAMINERS.

"The Council of the L.A., or rather the London bosses of this body, have made no change in the method of conducting the Annual Examination, and again we witness the spectacle of teachers, or so-called teachers, setting papers and acting as examiners to their own pupils. This is a scandal which should be ruthlessly stamped out, as it seriously affects the value of the certificates, and no one, save perhaps the candidates and examiners themselves, will regard this course with anything but intense dissatisfaction. The syllabus is not being adhered to either, and a day of reckoning is certainly approaching when all these abuses will be swept away, and with them the *Record* and the men connected with it.—E.A."

#### "HOW TO RUN CLASSES IN LIBRARIANSHIP.

"The metropolitan library assistant has many advantages compared with his *confrère* in the provinces, and a few hints for adjusting this unequal state of affairs are offered for discussion. First, the Londoner is *in* London, and ought to be satisfied with that alone. To be in London is to be great, while to be in Liverpool simply means that one is a mere Liverpudlian. If everybody was in London there would be no need for a N.W. Plan of Campaign. The metropolitan assistant has the money of the whole Association lavished upon him, and he receives courses of lectures from highly-paid London lecturers, who absorb most of the L.A. subscriptions in name of fees. This is a great injustice, as all members, and especially those of the N.W., have to contribute. It has occurred to the writer that every lecturer at the L. S. of E. should be *compelled* to have twelve copies of his courses of lectures typewritten at his own expense, for the use of the Branch Associations, more particularly the N.W., and those members who are first-rate lecturers when they have got the material properly prepared for them. There are plenty of provincial librarians, in the N.W. among other places, who are perfectly competent to lecture on any library topic, and whose qualifications are fully equal to anything that London can produce. All that is required for a start is a complete set of typewritten lectures, and the sooner these monopolist London lecturers are forced to disgorge, the better some of us will be pleased.—S. J. H."

## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

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**Brighton.**—The Brighton library and museum has just completed a most successful series of lectures which were given in the reference library between November 20th, 1907, and April 9th, 1908. The whole of the lectures were illustrated by means of the lantern, and we understand the attendance was uniformly good.

The following is a list of the subjects and lecturers, from which it will be seen that the course was one of great interest :—

- "Bruges and the Order of the Golden Fleece." J. Slingsby Roberts.
- "How Modern Book Illustrations are Produced." Henry D. Roberts.
- "Royal English Bookbindings." Cyril Davenport.
- "Hollingbury Castle." H. S. Toms.
- "The Unity of Ornamental and Pictorial Arts." W. H. Bond.
- "How Brighton Obtains its Water." James Johnston.
- "The Story of Brighton's Electricity Supply." John Christie.
- "The Making of a Book" (Typefounding, Paper-making, Printing, Bookbinding, &c.). Henry D. Roberts.

In connection with the work at Brighton, the following extract from the annual report, just issued, will be found by many a significant comment upon the circulars and misrepresentations in the press, which have been widely distributed during the past few years :—

"Statements having appeared in print that a considerable number of volumes are missing year by year from the open access department of the lending library, as also that mutilations occur from time to time, this opportunity is taken to say that these statements are incorrect. It is true that when stock was taken after the removal of the books in the lending library to the new building, a number of works were found to be missing, but since then the number each year has been extremely small, and there is no single trace of any case of mutilation having taken place in a lending library book."

The loss for 1907 was only eighteen volumes, value £2 9s. 4d., out of an issue of 259,596, and as other books previously reported as missing have since been recovered, it will be seen that there is no justification for the statements which have been circulated.

**Bromley.**—In connection with our previous note on the Bromley libraries and the Education Department, the following report of the Libraries Committee will be of interest :—

"A party of the older boys from Aylesbury Road School visited the Public Library in charge of the head-master, and had the objects and uses of the library explained to them. The Government Inspector, Mr. Phillips, was present on this occasion in order to determine as to the educational value of these visits to the library."

**Cardiff.**—In the last issue of the *Library World* we referred to some articles and correspondence which had appeared in a Cardiff paper with reference to the Cardiff system of school libraries. We are assured that the articles in question (there was no correspondence criticising the scheme) all emanate from one pen, and that so far as the authorities and citizens are concerned there is no want of appreciation of the valuable work done by the school libraries.

Mr. Ballinger contributes an article on the subject to the April number of the *Library*, being the second of his series of articles, "A Municipal Library and its Public." He there deals fully not only with the work of the libraries for the children, but also with the reasons which led in the first instance to the school method of distribution; and his views on this question should be carefully considered by everyone interested in the subject of supplying books for children, particularly that part which refers to the Public Library being overrun with children to the displacement of adults.

**Dorset.**—The book-lending scheme for elementary schools and villages in Dorset evolved by Sir Henry Peto, of Chedington Court, is to be given a trial, and already sixty schools have joined the movement. Care will be exercised in the selection of the books, and every pains taken to adapt the reading matter to local conditions and requirements. The scheme aims at encouraging children to read good books before they leave school.

**Dublin.**—In view of the library deadlock, the Corporation have passed the following resolution: "That, in the interests of the education and the entertainment of our citizens, the four members of Parliament representing the city, together with the two members of Parliament representing the Dublin University, be, and are hereby requested to introduce a Bill in Parliament of a non-contentious nature, extending the powers of this Council to levy a rate up to twopence in the pound on the city valuation for free library purposes, as we find from experience that one penny in the pound yields insufficient revenue to carry on our libraries. That a deputation be appointed to wait on the Chief Secretary requesting him to give facilities for the passing into law of the said Bill, in accordance with the promise made by him."

**East Ham.**—The new Carnegie library building, which has been erected close to the Town Hall, was declared open by Mr. J. Passmore Edwards on March 26th. The cost of the building was £10,000, and Mr. A. H. Campbell, the borough surveyor, was the architect.

**Edinburgh.**—On March 30th a deputation was received by the Edinburgh Public Libraries Committee from the Trades Council and the Bookbinders' Union. The leading spokesman said that the work of binding the Public Library books could not, owing to the specification, be undertaken by any employer who employed journeymen. If such an employer did take the work, it would be done by apprentices. In his experience in different shops the work was all done by apprentices. The chairman explained the Library Committee's policy in framing the prices at which its work was done. Several firms had, years ago, been

asked to estimate, and an average was struck on their respective prices. The firms doing the work accepted the average price. The committee never had any complaint that their prices were not fair. The matter was remitted to a special committee which will consider particularly the insertion in the specification of a fair wages clause.

**Glasgow.**—A very successful dance was held by the Glasgow Corporation Public Libraries staffs, on Wednesday evening, March 4th, in the mid hall of the Charing Cross Halls, when about seventy members and friends assembled to

“Trip . . . the light fantastic toe.”

The last item on an excellent programme being reached about two o'clock, the various members of the company, after joining in the singing of “Auld Lang Syne,” departed for their homes, thoroughly pleased with a most enjoyable evening. Messrs. C. A. Bradley (Dennistoun) and J. Norrie (Kingston) officiated as Masters of Ceremonies.

At a meeting of the English Association (Glasgow Local Centre), on March 19th, Miss J. L. Menzies read a paper on “Home Reading,” chiefly as it affected children, and Mr. W. S. Nelson followed with a paper on “Home Reading in connection with Supplementary Classes.”

**Keighley.**—To commemorate Mr. Carnegie's gift of £10,000 for a library building, Sir Swire Smith has presented a bust of the donor to the library, which was unveiled by Mr. Frederic Harrison, last month. On the same occasion Sir Swire Smith described his visit to Skibo Castle in 1899, and how Mr. Carnegie came to offer the library, and Mr. Harrison also gave a sensible and practical address on “Reading.”

**Liverpool.**—The 150th anniversary of the Liverpool Library (Lyceum) will be celebrated on May 1st, and in connection with this an interesting account of the old institution appears in the *Liverpool Courier* of March 13th.

**London : City.**—At a dinner of the Library Committee of the City Corporation, held on March 30th, in the art gallery of the Guildhall, the chairman, Mr. George Haysom, stated that the Guildhall Library contained 135,000 volumes and pamphlets, and nearly 6,000 manuscripts, most of them of great value. Since its modern opening in 1873, the number of readers had reached the huge total of 12,000,000, and during the past year the daily average attendance was 1,500. During the long closing of the British Museum last year, it devolved on the Guildhall Library to serve a national purpose, and attention was drawn to its resources by the Financial Secretary to the Treasury in the House of Commons. During the past year he suggested the formation of a section of the library dealing with navigation and nautical astronomy, and they had now a very fine collection of works on both those subjects.

**London : Hackney.**—The central library building in Mare Street, designed by Mr. H. A. Crouch, will be opened by the Prince and Princess of Wales, on Thursday, May 28th. Mr. Aldred, the chief



librarian and his staff will have a busy time getting ready for this important event.

**London: Islington.**—Talks to children on "Books, and how to use them," have been given by the senior assistants at each of the libraries, with a considerable amount of success. The talks were prepared by each assistant on a skeleton outlined by the chief librarian, and they took the form of descriptive lectures on the contents and use of reference books. At the Central Library, Miss Olive E. Clarke addressed 40 children; at the North Branch, Miss Gertrude O. Skuse talked to 38 children; and at the West Branch, Miss Lilian Fairweather had an audience of 27 children. These talks will be repeated every month, save August, throughout the year.

The Central reference department will be opened without ceremony on Monday, April 27th, with an up-to-date stock of modern books, of which about 5,000 will be on open shelves. The reference reading room is a very handsome apartment, and has been greatly admired by numerous professional visitors.

**London: St. Pancras.**—On March 26th, Lord Rosebery, as Chancellor of the University of London, opened the new premises designed for the libraries and other departments at University College, Gower Street.

**London: Woolwich.**—An exhibition designed to display the different methods of book illustration was opened at the Plumstead Public Library last month by the Mayor of Woolwich, and has attracted a considerable amount of attention. The processes exhibited, comprised wood cutting, wood engraving, etching, line engraving on copper, steel, mezzotint, lithography, photo engraving and other methods. Dr. Baker's lecture on "Nature in Fiction," delivered at Eltham, on March 10th, concluded a highly interesting series on the novel from various aspects.

**Manchester.**—Many proposals for the formation and location of a special technical library have been made during the past few months, and the latest was that of the Education Committee, which suggested that the technical collection of the reference library should be transferred to the library of the Municipal School of Technology. Exactly where a complete technical collection begins and ends is a point worthy of consideration, and one cannot be surprised that the Libraries Committee unanimously decided that such a separation would be detrimental to the usefulness of the central library.

A return of the actual number of borrowers and visitors at the nineteen branch libraries and delivery stations during a week in February effectually demonstrates the healthfulness of the library system. During six days the total number of users was 136,870. Of these 27,229 were individual borrowers, 98,319 users of the reading rooms, and 11,322 users of the juvenile rooms. The Sunday accounted for a further 8,112 adult and juvenile visitors, making a grand total of 144,982 persons using the libraries during the week.

A second edition has been issued of the *Handbook, Historical and Descriptive*, on the Manchester Free Public Libraries, compiled by Mr. W. R. Credland, the deputy chief librarian. Even to those familiar with the scope and operation of Public Libraries the little volume will reveal much, and will help them to realise how significant a part "the library" plays in the lives of many people.

**Montrose.**—The Town Council have resolved to decline, with thanks, an offer of Mr. W. Douglas Johnston to lend £100 for the purpose of furnishing the hall of the Public Library.

**Northampton.**—The Public Library building tenders having come out at considerably more than the estimates, the committee will probably be forced to revise the specification, and cut down the building.

**Workington.**—The reference, lending and juvenile departments of the Workington Public Library have been closed since February 13th (and will remain closed until further notice) through a serious outbreak of typhoid and scarlet fever.

The librarian has had three cases of scarlet fever in his own family, and one of the staff has been down with typhoid.

Two inspectors from the Local Government Board have been for some time investigating the cause of the outbreak, but their reports have not yet been published. The water supply, which is received direct from Crummock Lake, is the purest and finest water in the Kingdom. An analysis has been made of the water and the report was excellent, so at present the cause of the outbreak is a mystery.

Mr. **Fred. Aidney**, senior assistant, Stoke-on-Trent, has been appointed to a similar position at Barrow-in-Furness.

Mr. **Ferdinand Brand**, librarian to the Admiralty, has resigned, and will be succeeded by Mr. **W. G. Perrin**, formerly private secretary to Sir Evan McGregor, late permanent secretary of the Admiralty.

Mr. **Chas. W. F. Goss**, librarian of Bishopsgate Institute, has just issued an interesting and well-illustrated work entitled *Crosby Hall, a chapter in the history of London*, which every librarian should procure in view of the public interest in the subject. The illustrations are taken from the fine collection of prints which Mr. Goss has gathered at Bishopsgate, and the text is carefully and well written.

A little work, dainty in appearance and workmanlike in compilation, which librarians should note, is Dr. **E. A. Baker's** *Praise of a simple life*, an anthology of open-air verse and prose, which will probably require a companion volume to complete, as this part only brings the record down to the early part of the nineteenth century.

Mr. **Harry Fostall**, assistant in the Public Library, Bromley (Kent), has been appointed a senior assistant in the Sunderland Public Libraries.

**Mr. A. H. Millar**, chief librarian, Dundee, lectured on "The History of the Clan Gregor," before the Dundee Highland Society, on March 25th, and gave an interesting account of the vicissitudes of the clan.

**Mr. James Ross**, senior assistant in the Public Library, York, and formerly in the Newcastle Libraries, has been appointed a senior assistant in the Sunderland Public Libraries.

**Mr. W. A. Peplow**, chief assistant in the Croydon Public Libraries, has been appointed librarian of the Wood Green Public Library, in succession to Mr. A. Douthwaite, resigned.

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*The First English Translations of the great Foreign Classics: a Supplement to Text-books of English Literature.* Under this title a bibliography on this subject has been compiled by Mr. Wm. J. Harris, of Bromley, Kent, with the view of supplementing existing text-books on English literary history, and assisting students in preparing for examinations in bibliography and literature. It will also be found of service to those who are working for the professional examination of the Library Association. Students of literature, more particularly of English literature, experience much difficulty in tracing the outside influences which at various periods—or perhaps, speaking more correctly, at all periods—have affected or moulded our literature. The great foreign classics have exercised a direct and decided influence upon English literature, and the object of this bibliography is to give in concise form the titles, translations and dates of the first English translations of the chief foreign authors, and incidentally to enable students to note the effect of such translations on the works of many of our great imaginative writers. Students are frequently reminded of the special need for such a bibliography as this, and to all interested in the subject it should serve a useful purpose, and perhaps help to fill a gap in literary bibliography.



## LECTURE COURSES.

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## FREE POPULAR LANTERN LECTURES AND ADDRESSES

TO BE DELIVERED IN CONNECTION WITH THE STEPNEY PUBLIC LIBRARIES IN 1908.

- Mile End Library. Jan. 9th. S. Bains, Esq. "England from 1833-1870; Historical Survey."
- Mile End Library. Jan. 23rd. H. Weaver, Esq. "J. S. Mill and the Utilitarian School of Philosophy."
- Mile End Library. Jan. 28th. Major A. E. M. Norton, D.S.O., F.R.G.S. "South Australia: its resources, &c."
- Mile End Library. Feb. 6th. H. Dussauze, Esq. "Auguste Comte and the Religion of Humanity." Discussion.
- Mile End Library. Feb. 12th. T. Chapman, Esq. "Books and Reading." Lecture for girls.
- Limehouse Library. Feb. 13th. F. P. Marchant, Esq. "The Land of Bohemia."
- Mile End Library. Feb. 18th. Rev. Edgecombe W. Leachman. "Why join Friendly Societies?"
- Mile End Library. Feb. 20th. S. H. Swinny, Esq., M.A. "Darwin, Spencer, and the Evolution Theory." Discussion.
- Mile End Library. Feb. 25th. Howard A. Kennedy, Esq. "Canada and the Canadians."
- Mile End Library. Feb. 26th. T. Chapman, Esq. "Books and Reading." Lecture for boys.
- Limehouse Library. Feb. 27th. R. C. Maxwell, Esq., B.A., LL.D. "Austria, Bosnia, and Herzegovina."
- Limehouse Library. Mar. 11th. T. Chapman, Esq. "Books and Reading." Lecture for girls.
- Limehouse Library. Mar. 12th. T. G. Tibbey, Esq., B.A. "American Cities and Customs."
- Limehouse Library. Mar. 18th. T. Chapman, Esq. "Books and Reading." Lecture for boys.
- Mile End Library. Mar. 19th. Professor the Rev. E. Watson, M.A. "Oxford Movement: Pusey, Newman and Keble." Discussion.
- Mile End Library. Mar. 24th. Dr. J. Robbins. "Canada as it is."
- Limehouse Library. Mar. 26th. C. E. Hecht, Esq., M.A. "Brittany and Mont St. Michel."
- Mile End Library. Mar. 31st. Hon. W. P. Reeves. "New Zealand."
- Mile End Library. April 2nd. I. Statman, Esq., B.A. "Kay Shuttleworth, Forster, and Public Education." Discussion.
- St. George's Library. April 8th. T. Chapman, Esq. "Books and Reading." Lecture for girls.
- St. George's Library. April 15th. T. Chapman, Esq. "Books and Reading." Lecture for boys.
- Mile End Library. May 28th. C. Desch, Esq., D.Sc. "Lord Kelvin and the Conservation of Energy." Discussion.

## CARDIFF PUBLIC LIBRARY LECTURES.

LECTURES FOR MARCH, 1908.

*The titles of the lectures are accompanied by useful reading lists, issued in pamphlet form.*

- Cathays Branch Library. Mar. 3rd. E. W. M. Corbett. "Round the Irish and Scottish Coasts."
- Grange Town Branch Library. March 9th. Rev. W. Lewis Robertson. "A Camping Tour in Palestine."
- Canton Branch Library. Mar. 17th. C. H. Priestley. "The Cardiff Water works."
- Cathays Branch Library. Mar. 26th. W. T. Samuel. "An hour with Welsh Musicians."

## REVIEWS.

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**Hamel** (Frank). *Famous French Salons*. Pp. xvi. + 348 : 20 plates. [Index and list of authorities.] London : Methuen & Co., 1908. 8vo. 12s. 6d. net.

Biographical studies of interesting and romantic lives are at this juncture more than ever welcome as an alternative to fiction, and in *Famous French Salons* the author has dealt with a series of charming feminine personalities, in their relation to the social life of France, in the seventeenth and eighteenth centuries. The volume includes the stories of nine of the most prominent and popular hostesses; among them, Madame and Mlle. de Rambouillet, Madame de Sévigné, the queen of letter-writers, the incomparable Ninon de Lenclos, Mlle. de Lespinasse, Madame de Staël and the beautiful Madame Récamier. In describing the deeper and more human side of salon life, the author has classified these social gatherings, giving to them their general significance, be it political, literary, or philosophic, or depicting them as more especially devoted to Court life, gallantry, satire and wit. Undoubtedly for those who wish to derive entertainment while they are learning something about historical personages *Famous French Salons* will amply repay perusal.

**Annuaire de la Belgique** scientifique, artistique et littéraire. Institut International de Bibliographie. Publication No. 71. Bruxelles, 1908. Pp. xxxvi. + 369.

This new and extremely useful annual is devoted to the description of every kind of Belgian society or club connected with science, art, and literature, and in addition describes all the public libraries and museums. The information is classified under various main heads such as "Administrations," "Institutions internationales," "Associations scientifiques, artistiques et littéraires," "Archives," "Bibliothèques," etc., and the societies or institutions are arranged in alphabetical order of titles. Each institution is described as regards its objects, membership, subscription and funds, officers and headquarters, and in every case the information is full and satisfactory. The list of communal and Public Libraries is very interesting, and a perusal of the particulars given will dispel any illusions which may exist in the minds of English librarians as to their own libraries being the worst-financed in the world. Take these examples:—

| TOWN.           | VOLUMES. | BUDGET.    |   |      |
|-----------------|----------|------------|---|------|
| Antwerp         | 66,891   | 12,000 fr. | = | £480 |
| Arlon           | —        | 950 fr.    | = | 38   |
| Ath             | 14,625   | 900 fr.    | = | 36   |
| Liège (5 libs.) | 50,000   | 15,500 fr. | = | 602  |
| Malines         | 6,809    | 2,200 fr.  | = | 88   |
| Namur           | 37,118   | 300 fr.    | = | 12   |
| Ostend          | 22,888   | 1,500 fr.  | = | 60   |
| Tournai         | 47,972   | 4,500 fr.  | = | 180  |
| Verviers        | 27,000   | 6,000 fr.  | = | 240  |
| Ypres           | 18,000   | 1,450 fr.  | = | 58   |

In most cases the subsidies from the Town Councils above mentioned are supplemented by donations and private subscriptions, but even in the most favourable case the available funds fall far short of those allowed by the British Public Libraries Acts. On the other hand it should be remembered that the Belgian communal libraries are chiefly for reference purposes, and are only open a few hours daily.

This interesting annual can be confidently recommended to the attention of English librarians.

**Davenport** (Cyril). The Book, its history and development. London: A. Constable & Co., Ltd., 1907. 8°, pp. viii. + 258. *Illus.* Price 6s. net.

This volume of the "Westminster" Series is evidently compiled from the popular lantern-lectures which the author has for some years been giving to all kinds of audiences. The result is a patchy, not to say imperfect production, by no means worthy of Mr. Davenport's reputation. The only parts which are passable are the illustrations and the chapters on bookbinding. For the rest, the style is too colloquial for a text-book, and the information given about typography, both historical and practical, illustrations, etc., is too scrappy to be of much value to anyone. A work on the history and development of the book, which disposes of the evolution of movable type in about two pages, is not going to assist either the student or the amateur. Nor is the practical printer going to be enlightened by five or six pages of scraps concerning modern type-founding and machinery, especially when reference is made to the "Wick" Rotary machine, and inventions like the Monotype and Linotype machines are dismissed in a paragraph.

**Johnstone** (Charles). Chrysal, or the adventures of a guinea. Edited with an Introduction by E. A. Baker. London: G. Routledge & Sons, Ltd. [1908]. 8°, pp. xl. + 520. Price 6s. net. (Library of Early Novelists.)

This reprint of a 1760-65 novel is welcome if only for the reason that it will enable many libraries to still further complete their texts of literary classics alluded to in history. Who will read this ponderous and lengthy performance is quite another question, however, and we can only hope that Messrs. Routledge will reap some reward for their enterprise.

**Farquhar** (George). [Plays], edited by William Archer. London: T. Fisher Unwin. [1908]. (The Mermaid Series). Price 3s. 6d.

A reissue of this popular series in the original style on thick paper, suitable for libraries and other collectors.



## LIBRARY ASSOCIATIONS.

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## LIBRARY ASSOCIATION: PROFESSIONAL EXAMINATION.

THE next professional examination of the Library Association will be held May 18th to 23rd, 1908, at the St. Bride Foundation, Fleet Street, E.C., and at various provincial centres. Last date of entry, April 20th. Copies of the syllabus, together with all details, can be obtained on application to the undersigned.—ERNEST A. BAKER, M.A., D.Lit., Hon. Sec., Education Committee, 24, Whitcomb Street, W.C.

## LIBRARY ASSOCIATION EXAMINATION.

AN extraordinary announcement respecting the coming professional examination in May appears in the *Library Assistant* for April, on pp. 111-112, and as it is calculated to mislead, or even deter from entering, some of the candidates, a word of warning may not come amiss. The intention of the writer is no doubt good, he wishes candidates to do their very best, but in striving after this he has read into the printed syllabus of the examination, rules which are not there. Excepting in subjects three, classification, and four, cataloguing, there is no hint that one, two, five and six are to be arranged as more than one subject, or that candidates must pass *two* examinations in these subjects before a certificate is issued. In former years subjects one, two, five and six have been regarded as one paper, and marked as such, a time division only being recognised, and the candidates have been passed on their total marks, irrespective of the part of the paper in which they were earned. Indeed, it is ridiculous to think of dividing these four subjects into separate independent divisions, and even if it were contemplated, it is quite obvious that the printed syllabus, on which all candidates are working, mentions no such requirement. How then is the *Library Assistant* able to make this statement:—"In every section of the syllabus two papers are set, each of equal importance. A proportion of marks has been determined upon as the minimum for a pass, and the candidate must obtain half that number in each paper. In other words, though he may show such exceptional knowledge in one paper as to secure him a total percentage qualifying for merit or honours, he will not even pass unless he shows a certain reasonable proficiency in the other paper." After the emphasis which is laid on the examination being conducted "strictly on the syllabus," it is evident that the writer has made a serious error, as the printed syllabus is silent on this point. To show, further, that this artificial division has not been recognised in the past, save in sections three and four, it may be mentioned that the examination in bibliography has never been conducted on the lines indicated for at least four years, and every candidate has been awarded marks on the paper as a whole, and

not according to any absurd and arbitrary division of the subject into theoretical and practical, or any similar imaginary "two papers of equal importance."

The whole idea underlying the division of any of the six subjects of the syllabus into theoretical and practical is fundamentally wrong. It is based on the mistaken belief that in some way the rules and factors of cataloguing and classification constitute theory, while their application to a group of books constitutes practice. To imagine that such codes or rules bear any resemblance to the physical constants of scientific theory is hopelessly muddleheaded, and the sooner this pseudo-scientific plan of examination is revised, the better for all concerned. The "theory" of classification affords a pretty example of the kind of muddle which will result if the mere opinions and doctrines of different logicians are taken as a pattern. Jevons theorizes to the effect that books are best classified through the medium of the alphabet! Other text-books on logic adopt this "theory," whilst others hedge with an airy reference to the existence of practical codes and elaborate tables. The "theory" of cataloguing is just what happens to be the opinion uppermost in the mind of the theorist for the time-being. The existence of cataloguing codes, each different, as in classification, proves that there can be no scientific theory such as prevails in physics, chemistry, mathematics, and other exact sciences. It follows, therefore, that to pluck any candidate in classification or cataloguing because of inability to anticipate the particular form of fad which occupies the minds of the examiners, is both unjust and foolish. The only fair and safe way to conduct these examinations in librarianship is to mark the papers as a whole, and rely upon the grouping of questions in related sections to ensure that candidates know enough on every important topic to earn the certificates. The grouping of questions which already exists is sufficient to effect this end, without any further grouping or division of subjects into two independent halves.

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#### LIBRARY ASSOCIATION : NORTH-WESTERN BRANCH.

A GENERAL meeting was held at Oldham, on Thursday, April 2nd, 1908, when thirty-five members were present. Dr. Yates, J.P., chairman of the Library Committee, and Mr. W. H. Berry, borough librarian, welcomed the visitors. In the afternoon the fine collection of pictures in the spring exhibition were inspected. Tea was provided by the Oldham Library Committee, to whom the thanks of the branch were given on the motion of Councillor T. C. Abbott, seconded by Sir William H. Bailey. Dr. Yates responded.

#### GENERAL MEETING.

Councillor Abbott (president), occupied the chair at the subsequent meeting. Apologies for absence were received from Miss Fearnside, and Messrs. Hutt, Lancaster and Shaw.



The honorary secretary (Mr. E. McKnight) made the following announcements. That the next meeting would take place at Haigh, on the invitation of Lord Crawford, on Friday, June 12th, 1908; that the Summer School of the North-Western Branch would meet in Manchester, probably in June; that the Council had passed a resolution approving of the proposed Summer School in London, in July, and offering any assistance in its power to promote its success.

#### EXHIBITION.

There were exhibited the classified catalogue of the Carnegie Library of Pittsburgh (kindly presented by Mr. Anderson H. Hopkins), a catalogue of an exhibition of pictorial mementos of "Old Liverpool," Bootle, etc., issued by the Bootle Public Library, a booklet descriptive of the Oldham Public Libraries, art gallery and museum, etc.

#### PRESIDENT.

Councillor Abbott acknowledged his election as president at the last meeting and thanked the members for the honour they had conferred on him.

#### REGISTRATION.

The honorary secretary read a paper by Messrs. L. Stanley Jast and W. C. Berwick Sayers, entitled "Registration: a criticism and a suggestion."

Mr. C.W. Sutton (Manchester) opened the discussion by congratulating the writers on their admirably drawn, reasonable, and sensible paper. No one would oppose registration if it would do any good to librarians. He heartily approved of the suggestions in the paper.

Councillor Barbour (chairman, Bootle Library Committee) gave it as his opinion, that registration was the one thing needful for librarians. He referred to the changing character of library committees, and said that new members of committees would be better guided by the credentials of the librarian than by the opinions of retiring committeemen.

Mr. Harry Townend (Bury), whilst agreeing with the main conclusions of the paper, thought there was need for a strictly professional body, and did not see that the holding of certificates was a sufficient claim for inclusion in a professional register. To be a successful librarian, experience, tact, and business knowledge were required, in addition to the qualifications represented by certificates. He detected a certain flippancy in the references to the older school of librarians which he thought detracted from the excellence of the paper. Holding no brief for the proposed Institute of Librarians, he believed it was an honest attempt towards a better professional status, and in that spirit he welcomed the consideration of the points with which it proposed to deal.

Mr. Archibald Sparke (Bolton) said that as a member of the committee appointed at Glasgow to consider the necessity for establishing an Institute of Librarians, he would like to point out that if, after

due consideration, that committee found there was no necessity for establishing such an institute, they would be disbanded in the course of time. But if, on the other hand, they found that there was a real necessity, they would, in his opinion, bring such an institution into actual existence.

If, as the hon. solicitor said at Glasgow, by the present constitution of the Library Association, it could do nothing for the librarian as a librarian, it would appear that there was some need for the proposed Institute of Librarians. It certainly seemed, on the face of it, that by the action of the Library Association at the last monthly meeting in not allowing Mr. Roberts's motion anent a recent appointment to be brought up, the Association had publicly proved its inability to touch professional questions. If, however, the re-organization of the Library Association, as suggested by Messrs. Jast and Sayers, in the paper just read, could be carried out, he was quite in favour of the Library Association being the means of carrying out the suggestions made by the proposed Institute of Librarians.

Personally, he was quite willing to await the findings of the Special Committee, appointed by the Library Association, on the question of registration. If it was found that the Library Association could do nothing satisfactory, it seemed to him the time would then be ripe for a new organization to undertake this work—in affiliation, of course, with the Library Association.

Mr. Cuthbert E. A. Clayton (librarian, Manchester Medical Society, the University, Manchester) pointed out that the authors at the commencement of their paper had confused the Institute of Chemistry with the Chemical Society, the former a strictly professional body, the latter much wider in its scope; both, however, possessing Royal Charters. He expressed his entire sympathy with the proposed Institute of Librarians and said he failed to see how the L.A. could be converted into a professional body. Where, he asked, could one find a combined professional and general society, instancing in support of his contention the Institution of Civil Engineers and the various legal, medical and chemical societies.

Mr. Charles Leigh (Manchester University) said that the subject under discussion resolved itself into two questions, (1) whether registration was desirable, and (2) if so, how it could best be effected. His personal opinion was that registration was desirable and that it would prove of service to librarians, in that it would enable Library Committees, when making appointments, to be in possession of a reliable list of men approved as duly qualified librarians. He was strongly of opinion that the Library Association was the proper body to undertake this registration, which could be effected by a re-arrangement of the present grouping of the membership, as suggested by the writers of the paper. The establishment of a second association of librarians would certainly result in injuring the existing Association to some extent, and he failed to see that the proposed Institute could undertake any duties which could not be performed in a more satisfactory manner by the Library Association. As Mr. Sutton had rightly

pointed out, it was extremely doubtful whether the Privy Council would grant a charter to a second body of librarians, and, in any case, many years must necessarily elapse before such a corporation as the proposed Institute of Librarians could gain the same prestige and command the same respect as the Library Association at present enjoyed.

Referring to the circular recently issued by the Provisional Committee, Mr. Leigh remarked that the objects of the proposed Institute were to be curiously comprehensive in scope. Not only would the Institute set the seal of its approval upon men whom it did not propose to examine, but it was apparently intended also to combine the functions of a Bureau of Information, an Employment Bureau, an Old Age Pension Fund, and a Friendly Society. He inferred that the Institute would not cease its interest in the librarian until it had seen him decently buried.

Mr. J. H. Swann (Manchester Reference) said that while all might be agreed as to the necessity of registration, the question was whether the Library Association or a more rigidly professional body should hold the register. But until the committees now deliberating had reported it was scarcely possible to form an absolute opinion. He asked whether it was not premature to make comparisons with other professional institutes until the librarian's duties and "practice" was more distinctly defined. The foundation of an institute distinct from the Library Association would probably mean the issue of another journal, of which there are already more than enough.

Messrs. Phillips (Haigh), Ashton (Blackburn), Madeley (Warrington), continued the discussion.

Mr. E. McKnight said the spirit of the opposition to the Institute of Librarians was similar to the feeling exhibited at Glasgow against the *Readers' Review*, because it had not originated from the Library Association. There was not the slightest opposition to the L.A. in the idea of the Institute. As a matter of fact, he understood that the preliminary committee was appointed to consider if an Institute of Librarians was advisable, and not a committee appointed to form an institute. There could be not two opinions of registration. Every librarian wanted it, when the time was ripe, and he hoped the basis of it would be educational, *i.e.*, the diploma of the Library Association, or, at the very least, the four technical certificates. At the beginning, all librarians would be included, but he hoped the examination test would be kept to the front as much as possible. He had pleasure in moving that "This meeting of the North-Western Branch of the Library Association cordially approves of the principle of registration, and heartily supports the action of the L.A. Council in appointing a committee to consider and report on the whole question at the annual meeting in 1908." After being seconded by Mr. A. Sparke and supported by Councillor Abbott, the resolution was carried, *nem. con.*

The heartiest thanks of the meeting were given to Mr. Berry, who responded. Mr. C. Madeley wished *bon voyage*, on behalf of the members, to the Manchester deputation to American libraries, and after Mr. Sutton had replied, the meeting came to an end.

## NORTH-WESTERN ECHOES.

**B**EFORE the capitation grant system was adopted by the Library Association, the whole of the expenses of the recognised branches were paid by the parent Association. According to the treasurer's financial statements, presented to the annual meeting from time to time, and published in the *Library Association Record*, the result of the adoption of the capitation grant has not been satisfactory to the branches. At any rate it has not been so costly to the L.A. as the former method. That is to say, the L.A. has practically *reduced the amount* it paid to the branch associations. Let us take the N.W.B. for example. In the three years preceding the capitation grant the L.A. paid to the N.W.B. the sum of £19 15s. 3d., an average of £6 11s. 9d. per year. In the first three years of the capitation grant, the N.W.B. was voted the sum of £16 12s. 0d., an average of £5 10s. 8d. per year, or the sum of £1 1s. 1d. *less each year, as a result of the capitation grant*. It is obvious therefore that the 2s. grant is too small. In view of these facts it would appear that those people who have loudly proclaimed the advantages they have conferred on the branches by the capitation grant must have been laughing up their sleeves all the time. How diplomatic they have been and how statesmanlike!

A speaker at a recent meeting of the North-Western Branch thought he might be able to find the subscription for another association, but doubted if he could find the time to read a new journal. This doesn't sound hopeful for the North-Western Branch journal—if it is ever issued.

One of the two "captious critics up North" has 'verted on the Summer School question, and may now be numbered amongst the elect. The age of miracles is not yet passed. Has he been to Manchester?

The announcement that the North-Western Branch Summer School of Librarianship will meet in Manchester gives one hope that the attempt will be made again to increase the usefulness of that excellent organization. The need of co-ordination and continuity in the lectures is a difficulty which has been recognised by all the Summer School secretaries. Last year such widely differing subjects as these were included in the syllabus:—"The Relationship of art galleries and museums to Public Libraries," "Reading-lists," "Classification," "Library administration," etc. It is obvious such disconnected lectures, valuable and inspiring though they are, must stand alone, and, because of it, they lose that help from each other which they would receive if they dealt with more closely related subjects. Manchester, which in its classes at the Technical already provides systematic teaching of its own, offers a good opportunity for increasing the value of the lectures, as was done last time the Summer School met in that city.

Manchester too offers a good opportunity of attracting a larger number of students than usual. There is now in the district an organization of library assistants, and it would be a stimulating sight to see the members of it using every effort in their power to secure the

attendance of a large number of library assistants at the Summer School. If the school be successful it would be a glorious chance for the Manchester and District Library Assistants' Fellowship to secure a gratifying influx of new members. A word to the wise, etc.

A bookbinding class for library assistants will begin at the Manchester Technical School in May.

#### NORTHERN COUNTIES LIBRARY ASSOCIATION.

THE quarterly meeting of the Northern Counties Library Association was held at West Hartlepool on April 8th, when the members (at the invitation of the Mayor) commenced business by having luncheon at the Grand Hotel. Later the business of the session was proceeded with under the chairmanship of Mr. Baker Hudson, of Middlesbrough.

In the report of the Council it was intimated that an invitation had been accepted to hold the annual meeting of the Association at Wakefield in June.

"Public Libraries and public education" was the subject of a paper read by Mr. J. A. L. Downey, borough librarian of West Hartlepool. He spoke of the work of the schools in preparing the children in their earliest years by influencing them towards reading and the use of books, and claimed that the library was an important connecting link between the education of the nation's youth in the schools and their continued education as adults in after-life.

Mr. W. J. Arrowsmith, of Darlington, read a paper by Messrs. L. S. Jast and W. C. B. Sayers, of Croydon Public Libraries, on the subject of "Registration."

After discussion on both papers, the members paid a visit to the ancient church of St. Hilda, and at the invitation of Mr. J. A. L. Downey returned to the Grand Hotel for tea. During the day the members were shown over the Public Libraries in both towns.

At the evening session the questions for discussion were:—"The Cult of cross reference" (introduced by Mr. T. E. Turnbull, Newcastle), "Why not adopt the *Reader's Review*?" (Mr. A. Hair, Tynemouth), and "Will the Public Library ever become part of the educational machinery of the State?" (Mr. W. J. Arrowsmith, Darlington).

#### NORTHERN COUNTIES NOTES.

MR. A. H. FURNISH, city librarian, York, has just issued a *Catalogue of Books in the Juvenile Library*. It is arranged in three parts—Author, Subject, and Title Lists. In the Subject List the books "have been brought together under a few headings of a general character, intended to be understood in their wider meaning." Annotation is introduced fairly often. Messrs. Finney and Ross, who we understand are the joint-compilers of the catalogue, are to be congratulated on a sound piece of work. Mr. Furnish's preface is lucidly and simply written, qualities which his youthful readers will no doubt appreciate.

What will probably be the first open access Public Library in the North of England is expected to be open to the public by midsummer. This is the first of three branch libraries at Sunderland. The foundation-stone was laid recently, and the building is rapidly being erected. Externally, architectural beauty is not being attempted, but the appearance of the building will be workmanlike if somewhat severe. The internal arrangements will be in accordance with modern library development, a feature being made of radiating bookcases to ensure absolute supervision.

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At the Sunderland Art Gallery an instructive and interesting exhibition of engravings is being held with great success. The different processes of engraving are explained at length on typewritten sheets, which are hung on screens in proximity to the engravings.

The Library Supply Company is now incorporated with Libraco, Limited, which was registered on February 21st last. Both Mr. W. W. Fortune and Mr. C. S. Gould retain their connection with the Company as directors.

It will be remembered that the Library Supply Company was established in 1897, during the International Library Conference at the Guildhall. Since that date the Library Supply Company has equipped a large number of Public Libraries, and developed an extensive business in library appliances and supplies.

Libraco, Limited, hopes to further extend and develop the library side of the business and to maintain the goodwill of librarians.

#### THE LIBRARY ASSOCIATION: BRISTOL & WESTERN DISTRICT BRANCH.

A MEETING of the Bristol and Western District Branch of the Library Association was held at the Central Municipal Libraries, Bristol, on March 18th, 1908.

Dr. Carter presided over an attendance of between twenty and thirty members.

The minutes of the previous meeting were read and signed. Upon the question of the expediency of recommending the *Readers' Review* as the official publication of the Bristol libraries, the sub-committee reported that in view of the recent publication of the *Bristol University College Gazette*, in which was printed notes and information with reference to the Public Libraries of Bristol their recommendation was that no further steps should be taken with regard to it; the resolution upon being put to the meeting was adopted.

The president called upon Mr. W. H. Bagguley, chief librarian, Swindon, for a paper upon:

"A Professional Question and two practical ones":—

1. *Education and the Diploma.*
2. *Analytical cataloguing.*
3. *Reference or Lending.*

Dealing first with the subject of library education, Mr. Bagguley emphasised the necessity of a general education for those concerned in library work, and said it was dangerous to certify by diploma one as qualified librarian unless generally well informed, even though the technical examination had been passed. The standard of test should not be lower than the London matriculation, although more comprehensive in the range of subjects taken.

Upon the question of *Analytical cataloguing* the speaker said the best catalogues were often inadequate representations of what was in the libraries. Many libraries contained valuable information to which the catalogue gave no clue whatever to readers. Much might be accomplished in this direction with great advantage.

In connection with the question of the choice of the *reference or lending* library for books of a certain class, the writer amongst other suggestions advocated the *reference* library as the most suitable location for students' text books now placed by many librarians in the lending library.

The president (Dr. Carter) with complimentary remarks upon the excellence of the paper humorously referred to the possibility that such high qualifications in the librarian—demanding a corresponding salary—might induce Library Committees to give precedence to a lower order of intellect on the score of economy. He quite appreciated the immense advantages to the book-lover of a catalogue such as that described by Mr. Bagguley.

Mr. L. Acland Taylor, continuing the discussion, stated with regard to the first question, "Education and the Diploma," that he quite agreed with the necessity prior to the granting of a diploma, of a solid foundation of general knowledge. He referred to the subject of a paper recently read and discussed at a joint meeting of the Library Association and the Library Assistants' Association, upon the subject of the *Registration of librarians*. He outlined the scheme as set forth by the authors of the paper (Messrs. Jast & Sayers), and drew attention to the proposal therein that the four *technical* certificates of the L.A. should qualify for associateship, as an instance of the possibility of technical qualifications alone admitting to the ranks of the profession.

The hon. treasurer of the branch, Mr. Norris Mathews, city librarian, Bristol, spoke of the excellent work of the Library Association in the direction of the education of library assistants, and the means to this end by correspondence classes, Summer Schools, etc. With respect to the question of education locally, a preliminary competitive examination to test the capacity of candidates for juvenile appointments was already in force at Bristol.

Upon the question of *Analytical cataloguing*, Mr. Mathews was of opinion the result would be costly in proportion to the size of the collection so treated. He thought all catalogue notes should be confined to elucidating or describing the contents of books, keeping clear entirely of any attempt at criticism of their literary merit or what not—neither should the library cataloguer trespass upon the province of the bookseller in venturing upon valuation or appraisal in offering descrip-

tive matter. In deciding a plan of a catalogue, he was more in favour of judging it from the standpoint of the reader and adapting to his immediate requirements, rather than that he should be expected to entirely adapt himself to yours. Otherwise there is a danger of becoming too technical, and consequently of bewildering instead of helping him. One's chief aim should be to secure *accuracy, uniformity, and simplicity*.

As to the distinction to be made between *reference and lending*, Mr. Mathews went on to say two very important points arise, viz.:

What books should be found in either department, and what policy should regulate the accession of books purchased?

He thought personally the question of expense should be the test. As to what extent the more expensive technical and reference books should be available in the lending library for home reading, it was an exceedingly difficult question to deal with, but he was of opinion that although in some small reference libraries it was customary, it was impossible in Bristol.

Mr. A. E. Tilling viewed the profession of librarianship as fulfilling the functions of teaching the teacher. He referred to reference libraries as workshops of the brain, and great factors in lifting the intellectual and moral standard of the community.

The usual votes of thanks concluded a successful meeting.

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#### MANCHESTER AND DISTRICT LIBRARY ASSISTANTS' FELLOWSHIP.

A MEETING of the Manchester and District Library Assistants' Fellowship was held in the water-colour room of the Bury Art Gallery, on Thursday, March 26th. Mr. H. Townend, the Bury librarian, presided. There were about twenty members present, including Mr. Guppy (librarian at Rylands Library, Manchester), Mr. Vine (assistant librarian at Rylands Library), and Mr. Sutton (secretary). Mr. J. H. Shaw, assistant librarian at the Bury Public Library, read a paper on the "Children's departments," and discussion took place on the subject. Before the meeting, the assistants were shown over the art gallery and museum.

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#### THE PSEUDONYMS.

A QUORUM having been with some difficulty assembled, the last meeting of the Pseudonyms was held at the usual place, with the usual ceremonies, at the usual price. Mr. John Milne, of *The Book Monthly*, was present as a guest, and aired his views on book reviewing in an interesting, cheerful and mildly dogmatic manner. He claimed that, on the whole, book reviews were better done now than ever before, and proved much more interesting to the ordinary newspaper reader who took no great part in book-buying. The object of the newspaper review was to get hold of the average reader, and arouse



his attention by the provision of amusing book notices which could be read with pleasure by anyone. More space was devoted to books in newspapers, and, in Mr. Milne's opinion, Mr. A. E. Fletcher, late of the *Daily Chronicle*, had been one of the first to exploit the popular book review as a leading feature of the daily newspaper. In contrast with the early review, which appeared in the older magazines, the modern style is bright and informative without making the notice a mere vehicle for the display of the reviewer's erudition, or his lack of it. Reviews of the present day, by means of judicious extracts, endeavour to make the book quoted from attractive, and at the same time some effort is made to interest the readers. On the whole, Mr. Milne drew a very pretty picture of the journalistic book review, and claimed on its behalf that it had interested thousands of people in books who, otherwise, would never have given them a moment's notice. The discussion was of a somewhat desultory nature, but most of the members disagreed with Mr. Milne in regard to reviews being more useful than before. The Awkward Age, The Pirate and Rob Roy pointed out that modern reviewing was too critical and not sufficiently descriptive to be of much use to the book-buyer. Rob Roy said that extracts were merely padding, and the men who gutted new books for tit-bits were generally hacks who were quite ignorant of the subjects entrusted to them. It was generally admitted that the *Athenæum* always tried to give an idea of the scope and treatment of every book reviewed, but comparatively few newspapers succeeded in doing more than confuse the reader by the use of "scare" headlines and other snappy journalistic devices. Rob Roy suggested that every book review should set out with a brief three or four line analysis of the book in the style of a descriptive annotation, and afterwards the reviewer could spread himself out as much as he liked, and embroider his subject to his heart's content. Mr. Milne declared that editors would inevitably reject such "copy," and Mr. R. Straus, the novelist and biographer of Baskerville, who was also present as a guest, agreed that this would likely be the case. Mr. Straus also objected to review copies being given away without being stamped "Presentation copy" or otherwise defaced, to prevent so many cheap sales to librarians, etc., which always prejudiced books.

On the whole, the meeting was unusually respectable and staid, and everyone went straight home.

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#### THE PHOTOGRAPHIC CONVENTION OF THE U.K.

A FAVOURABLE opportunity for seeing a large and most interesting part of Belgium is afforded librarians by the visit of the Photographic Convention of the U.K. during the week July 6-11, and the preliminary conference of librarians at Brussels on July 10 and 11, to arrange a programme for the International Conference of Librarians to be held at Brussels in 1910. By joining the Photographic Convention for the year (fee 5s.) librarians may enjoy all the privileges of that meeting at a very economical rate, and take part in a

very interesting programme, while also helping to formulate a library conference and enjoying the pleasure of fraternising with a number of Belgian librarians and archivists. The Belgian librarians will be pleased to meet a number of English librarians, and those who go are certain to enjoy the programme arranged by the Photographic Convention. Part of the programme is here added, and it may be said that, as special arrangements are being made for cheap fares and hotel accommodation, the opportunity is not one to be missed. Full programmes may be obtained on application to Mr. F. A. Bridge, East Lodge, Dalston Lane, London, N.E.

## PROGRAMME.

**MONDAY, July 6th.**—*Morning*: A Reception at the Hotel de Ville, by the Burgomaster and Municipality of the city of Brussels. *Afternoon*, at 3 o'clock, in the Grande Salle of the Cercle Artistique, Official Opening of the Convention. The President, Sir Cecil Hertslet, will deliver his inaugural address, after which papers will be read and discussed. *Evening*, at 8, *Conversazione* and Exhibition of Pictures, Apparatus, etc.

**TUESDAY, July 7th.**—*Morning*: Excursion to Ghent. Reception at the Hotel de Ville, by the Burgomaster and Municipality of the city, etc. *Evening*, at 8.30, Annual General Meeting.

**WEDNESDAY, July 8th.**—In and around Brussels. *Afternoon*, at 4, the official Convention group will be taken in front of the Palais de Justice. *Evening*, at 7, Annual Dinner.

**THURSDAY, July 9th.**—*Morning*: Excursion to the old Abbey of Villers-la-Ville. *Evening*, at 8.30, a paper will be read, followed by a Lantern Display of pictures of Belgian Scenery, by members of the Association Belge de Photographie.

**FRIDAY, July 10th.**—*Morning*: Excursion to Antwerp. Reception at the Hotel de Ville, by the Burgomaster and Municipality of the city, etc. *Afternoon*, at 4, Reception and Garden Party, by the President and Lady Hertslet, at the Jardin Zoologique. *Evening*, at 8.30, papers or lecture.

**SATURDAY, July 11th.**—*Morning*: Excursion to Malines, where the members will be received at the Hotel de Ville by the Burgomaster, and will have the advantage of photographing the artistic bits of the city under the guidance of one of the canons of the Cathedral.



## LIBRARY ECONOMICS.

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### 37. Terms and Phrases used in Library Work. (Continued.)

**Book rests or supports.** Mechanical devices to keep books upright on loosely packed shelves, kept in place either by gripping shelf edge, or by weight of books resting on their base angle, or by prop action.

**Book stand.** A small portable stand for carrying or displaying a few books. Also used for a desk book-holder.

**Books, sizes of.** See Sizes of books.

**Borrowers' card or ticket.** This is given to a borrower after the application form has been signed and found to be in order, and entitles him to use the library. It usually has the borrower's name, address, number of ticket, and date of issue.

**Borrowers' register.** A book in which are entered the names and numbers of borrowers as they join the library.

**Borrowers, registration of.** *See* Registration of borrowers.

**Bosses.** Brass or metal ornamentations fixed upon the boards of books either for protection or ornamentation.

**Bourgeois.** The name of a type.

This line of type is Bourgeois.

**Bowdlerized.** Applied to books which have been expurgated in editing by omitting words or passages considered objectionable. In allusion to Thomas Bowdler's edition of Shakespeare (1818), which was treated in this way.

**Bracket.** A sign used in punctuation thus [            ] and in cataloguing used to enclose words not stated on the title-page.

**Branch library.** A collection of books forming a kind of supplement to the central library, housed separately, and usually some distance from the central, circulating its own books and managing its own business under the direction of the chief librarian.

**Brevier.** The name of a type, said to have obtained its name from its having been first used in printing the Breviary, or Roman Catholic abbreviated church service book.

This line of type is Brevier.

**Brilliant.** The name of a type. This line is printed in Brilliant Type.

**Broadside.** A sheet printed only on one side.

**Brochure.** A pamphlet, tract, or booklet, stitched, not bound; from the French *brocher*, to stitch.

**Brown classifications.** *See* Adjustable Classification, and Subject Classification.

**Buch (Ger.)** Book.

**Bucherdruckerkunst (Ger.)** Typography.

**Büchermagazin (Ger.)** Book store or magazine.

**Buchhandlung (Ger.)** Bookselling business.

**Bulletins.** *See* Magazines, Library.

**Bye-laws.** The laws and rules which govern the regulation and order of the library in its relations with the public. A model set for English libraries has been issued by the Local Government Board, 1901, under which various penalties are made recoverable.

**Calendered paper.** *See* Art paper.

**Call number.** The number indicating the location of a book.

**Canon.** The name of a type :

# Canon

**Caps.** Abbreviation of the word "Capitals" and indicated in MS. to the printer by three lines **≡** under the word or letter to be made capitals.

**Caption.** The heading at the beginning of the text, chapter or section of a book.

**Caption title.** The title taken from the caption.

**Card catalogue.** A catalogue of books in a library on cards. The cards are of a uniform size, and stand on their edges in drawers or trays, and are arranged alphabetically by authors, subjects, etc., or in classified order.

**Card charging.** Applied to any system having the registration of the issue of a book effected by means of a card, which may either (a) represent the call-number of book issued, when the entry on it would consist of borrower's ticket number and date of issue, or (b) it would represent borrower's ticket number, in which case book call-number, and issue date would constitute the entry.

**Caret.** The mark (Λ) in writing to signify that something has been omitted or is wanted, and indicates where an addition or insertion is to be made.

**Cartridge paper.** A paper of strong texture and rough surface, extensively used for drawing upon.

**Case-work.** A term which is used in bookbinding when the cover is made independent of the book, the book afterwards being fastened into it.

**Catalogue.** "Is used to mean a list or enumeration of men or things. Thus we have a catalogue of students, but in actual use we differentiate the two words, and a list ('a mere list') is understood to mean a common inventory, often in no particular order (although we can have alphabetical or classified lists)." A list of all the books in a library. *See also* Author, Card, Dictionary, Manuscript, Sheaf and Subject Catalogues.

**Catalogue Raisonné.** (*Fr.*) A catalogue, alphabetical or classified, with notes and bibliographical details, in which the merits or demerits of the books are discussed. It is a common mistake to speak of a classified catalogue as a *Catalogue Raisonné*.

**Cataloguing rules.** There are several codes of rules. Among others may be mentioned those by the British Museum, L.A., A.L.A., Bodleian Library, C. A. Cutter, H. B. Wheatley, Karl Dziatzko, J. H. Quinn, M. Dewey, J. D. Brown, K. A. Linderfelt, etc. *See also* Co-operative cataloguing, etc.

**Catch letters.** Letters (usually three) found in dictionaries, gazetteers, etc., at top of pages, those on *verso* page representing the first three letters of first word on that page, those on *recto* representing first three of last word on that page.

**Catchword.** The last word occurring after the last line of a page, such word being repeated immediately on the top of the following page. Still used in Acts of Parliament, etc.

**Cedilla.** A mark used under the letter *Ç* to show that it is to be sounded like *S*.

**Central Library.** The chief library in a system, usually located in the busiest part of a town and having branches in more outlying districts.

**Chained books.** It was customary in olden times to chain books to desks, so as to be accessible to all and yet secure from theft and misplacement. Examples of chained libraries at Cambridge, Wimborne, etc.

**Chalcography.** A modern term for engraving on copper or brass.

**Chap books.** Small books of stories, etc., once used to be hawked about by chapmen or pedlars.

**Chapter.** A division in a book, usually numbered.

**Chapter heads.** The headings to a chapter.

**Charging.** *See* Card Charging, Ledger Charging.

**Charging system.** Method used in a library for keeping an account of the books "out" or on loan to borrowers.

**Chartulary.** A volume in which was copied out, at full length, a monastery's collection of charters.

**Chrestomathy.** A collection of choice extracts, especially one compiled for instruction in a language.

**Chromograph.** A reproduction of a coloured illustration by lithography, or one of the many photo-mechanical processes.

**Chronicles.** These differ from "Annals" in being more connected and full, though like Annals the events are treated in the order of time.

**Chronogram.** "A date expressed in words by means, generally, of a certain number of Roman letters being used to show the numerals."

**Cipher.** (*Fr.*, Chiffre; *Ger.*, Ziffer.) The initials of a name, or the arrangement of its letters in an ornamental manner, but disposed in such a way that it becomes a kind of private mark.

**Circa.** (*Lat.*) Around, about; used chiefly with dates, to express uncertainty, as *circa* 400 B.C. Usually contracted: *c.* 400.

**Circumflex.** Accented letters, thus: â, ê, î.

**Clarendon.** The name of a bold type :

### **The Library World.**

**Clasps.** Books of vellum pages, especially when large, are liable to cockle and admit dust ; they are usually, therefore, provided with either clasps of metal, or ties of silk, leather, or cord. Thick volumes containing many folded maps or plates have ties to prevent sagging.

**Class.** "A grouping of subjects which have characteristics in common."

**Classed catalogue.** A catalogue made by class entry, alphabetically or systematically.

**Classic.** (*Lat.*, *Classicus*.) Of the first or highest class or rank. Usually applied to the works of a writer whose style is pure, correct and refined.

**Classification.** "The act of grouping together in classes books which have the same subject or form." See *Adjustable*, *Decimal*, *Expansive* and *Subject Classifications*.

**Classification, broad.** The classification of books in their general classes, and into their more general divisions at such classes.

**Classification, exact.** The classification of books carried to its fullest extent, and separating the books into the smallest possible subject divisions.

**Classify.** To give the number, or letter and number, to books indicating their class in a given scheme of classification.

**Class letter.** The distinguishing letter used by a certain library which shows what class a book belongs to. For instance, Class A may be Theology:—A18793. Hodge: *Systematic Theology*.

**Class list.** A catalogue or list of books usually confined to one or more closely related classes. Entries are made very full, annotated, and additional information added, etc.

**Class number.** A number, letter, or combination of numbers standing for the subject of the book, and usually indicating its place in the library.

**Clerical errors.** Mistakes made in copying MS.

**Closed shelves.** A library in which the public are not admitted to the shelves. Called also *Closed Library*.

**Close rolls** (*Rotuli clausi*). Public records almost similar to "patent rolls," and dealing with the wardship of minors, mining rights, etc.

**Cloth.** A binding term which includes books bound in linens, cloths, etc. Books were not bound in cloth until the year 1826.

**Cloth joints.** Are pieces of cloth used to cover the joints on the inside of very heavy or large books.

**Codex.** In its earliest application meant two or more waxen tablets fastened together, later applied to books of vellum. Term also used to describe the various MS. versions of the Bible.

**Collaborator.** One who is associated with another or others, especially in scientific or literary works.

**Collate.** To examine a book to see if the signatures are in sequence, and if maps, illustrations, etc., are complete.

**Collation.** Description of the pages, illustration, maps, etc., of a book.

**Collectanea.** A collection of notes, sayings, anecdotes, etc.

**Collection, special.** *See* Special collection.

**Collegiate press-marking.** An early attempt at classification; this "system consisted in the plan of lettering or numbering the presses in the library after assigning certain classes of books to each. The separate shelves of every press were numbered or lettered, and each volume on every shelf was differently numbered—each book being therefore fixed to a certain place."

**Collotype.** (*Fr.*, Heliotype or Phototype; *Ger.*, Lichtdruck.) One of the cheaper forms of photo reproduction from a gelatinized plate, much used in picture post-card printing.

**Colophon.** Information stated at the end of a book, giving title, author's, printer's, or publisher's name, place of printing, etc. Now usually only the printer's imprint or inscription. The colophon was used before title-pages were introduced.

**Colour print.** Applied correctly only to an engraving printed from the plate in colour—not coloured by hand.

**Columbier.** A drawing paper,  $34\frac{1}{2}'' \times 23\frac{1}{2}''$ .

**Columbia folio.** *See* Sizes of books.

**Commentary.** Book containing a series of illustrative or explanatory notes on any important work. Applied also to a historical narrative or chronological record of events.

**Compendium.** A work containing in a small compass the substance or general principles of a larger work; a brief, comprehensive summary.

**Compiler.** One who composes a literary work from materials collected from other works.

**Composite books.** Books of a composite nature, where an editor has brought together several works by different authors into one volume. For example: *The Dramatic Works of Wycherley, Congreve, Vanbrugh, and Farquhar, with notes by Leigh Hunt*. Also books of more than one subject, as a *Treatise on Magnetism and Electricity*.

**Compound subject-names.** Words which "have become current coin in speech," as: Capital punishment, political economy.

**Compound surname.** Name formed from two or more proper names, such as Halliwell-Phillipps.

**Concordance.** (*Lat.*, Concordantia.) A book arranged so as to form an alphabetical index of all passages, or at least of all the more important words in any work.

- Continuation.** A book published as a supplement to a work already issued. Continued parts or numbers of a serial publication issued regularly or irregularly.
- Co-operative cataloguing.** Attempts made to catalogue books at, and to issue the slips from, a central bureau or office. Such attempts have been done on a commercial basis, but have met with limited success.
- Co-operative indexing.** *See* Indexing, co-operative.
- Co-opted members.** Members of a Library Committee who are not members of the Borough, Urban, or Town Council.
- Copper-plate.** *See* Etching.
- Copy.** Matter sent to the printer to be set up in type.
- Copy folio, etc.** *See* Sizes of books.
- Corporate entry.** An entry in a catalogue of a work published by a body of men under their name. For instance: *Royal Society. Transactions of the Royal Society*, vol. 39.
- Corrected edition.** A new edition of a book in which the errors, etc., have been corrected.
- Corrigenda.** Corrections to be made of errors in a book.
- Cropped.** When a book has been cut down too much it is said to be "cropped."
- Cross reference.** A reference from one name or subject to another.
- Crown octavo, etc.** *See* Sizes of books.
- Cryptonymous books.** Books in which the names of the authors are concealed under an anagram or similar device: Mesrat Merligogels = Master George Mills.
- Curator.** The superintendent of a museum, art gallery, etc.
- Cut edges.** Means that a portion has been cut from the three sides of the book.
- Cut-in notes.** Side-notes inserted in the text of the book instead of in the margin.
- Cuts.** A technical expression for an illustration of any kind—electro, woodcut, or zinco.
- Cutter Author marks.** *See* Author marks.
- Cutter Classification.** *See* Expansive Classification.
- Cutter's Rules.** The *Rules for a Dictionary Catalogue* drawn up by the late Mr. C. A. Cutter, of America.
- Dagger (†).** The second reference mark, coming after the asterisk; originally employed in Roman Catholic service books, etc., to remind the priest where to make the sign of the cross.
- Date label.** In lending library books is usually secured to the front fly-leaf by means of a narrow line of paste, so as to permit of easy removal when label is stamped all over with dates of issue or return.



**Decimal Classification.** The name of the classification system devised by Mr. Dewey, which is arranged according to a decimal notation.

**Decimo-sexto.** *See* Sizes of books.

**Deckle.** The rough edge of hand-made paper.

**Dedication.** An inscription to a patron, friend, or public character, prefixed to a literary work.

**Definitive edition.** An edition of an author's works which is usually undertaken by an editor after the author is dead. It is supposed to be printed from the original MSS., or most correct editions of the author's writings, to be complete, and to contain the "last word" on the works of the author.

**Dei gratiâ.** (*Lat.*) By the grace of God.

**Delegation of powers.** The power given a local authority to commit, transfer, or entrust, partially or completely, its right to act to a committee, and conferred by Sec. 15, Sub-sec. 3 of the "Public Libraries Act, 1892"; Sec. 4, the "Public Libraries (Ireland) Amendment Act, 1877"; Sec. 18, the "Public Libraries Consolidation (Scotland) 1887."

**Delete.** Take out, or expunge—in MS. or printed matter denoted by line through letter, words, or lines to be deleted, and the mark *Δ* (Greek letter *d*) placed in the margin.

**Delivery stations.** A method of book-distribution practised in some towns where branch libraries have not been built, convenient to a district requiring a local service. Usually a shop or school is chosen; as a delivery "station" seldom carries a stock of books, long lists of books are submitted by borrowers, and such books as are available at central library are delivered next day and issued.

**Delt., delineavit.** (*Lat.*) He or she drew it.

**Demy octavo, etc.** *See* Sizes of books.

**Dentelle.** A style of bookbinding resembling lace work.

**Deputy librarian.** The next in charge to the chief librarian, usually called sub-librarian.

**Derechos de propiedad.** (*Sp.*) All rights reserved.

**Dessins.** (*Fr.*) Designs; drawings.

**Device.** A motto, emblem, or other mark by which the nobility and gentry were distinguished at tournaments; word sometimes applied in sale catalogues to gilt ornaments on binding.

**Dewey Classification.** *See* Decimal Classification.

**Diagram.** An outline sketch intended to illustrate a proposition or description in the text.

**Diamond.** The name of a type. This line is printed in Diamond Type

**Diary.** A daily record of events or observations, made by an individual; a journal.

- Dictionary catalogue.** In a general sense any catalogue having its author, title, subject, and series entries arranged in one alphabet, with the necessary cross-reference.
- Digest.** (*Lat.*, *Digesta* : I arrange.) A systematically arranged work on law.
- Diplomatics.** The science of palæography as applied to the deciphering old charters, diplomas, titles, etc.
- Directory.** An alphabetical list, as of the names and addresses of the inhabitants or business-houses of a city.
- Domesday Book.** Record of the statistical survey of England made in 1055-86 by William the Conqueror ; consists of two volumes written on vellum, and contains the names of the chief landowners, the extent and value of estates, etc.
- Donation book.** A book in which are entered the particulars of each donation of books, &c., as received, with donor's name, address, etc., if known.
- Dorato.** (*It.*) Gilt.
- Doublure.** In bookbinding, the inside face of the boards ; especially applied to them when lined with leather or silk and decorated.
- Doubtful books.** Books which may be debarred from being added to the library owing to sectarian, political, or moral reasons.
- Druck.** (*Ger.*) Print ; printing.
- Dummy.** A board of white wood or plain deal, measuring 7" × 5" ×  $\frac{3}{8}$ " usually, on which a label is pasted showing the title, shelf number or location of a book shelved elsewhere than in its proper place, owing to its size, or other reason.
- Duodecimo.** *See* Sizes of books.
- Duplicate tickets.** *See* Students' tickets.
- Durchschliessen.** (*Ger.*) Interleaved.
- Edges of books.** These are variously treated, "marbled," "sprinkled," "coloured," "plain gilt," "gilt in the round," "gilt on red," &c. *See also* under Cropped, Cut, Deckle, Painted, and Trimmed edges, etc.
- Edidit.** (*Lat.*) He or she edited it.
- Edition.** The full number of copies printed from the same setting of type, and published at the same time.
- Édition.** (*Fr.*) Edition.
- Edition de luxe.** A special edition of a book containing extras not in ordinary edition, such as extra plates, large paper, etc.
- Editio princeps.** The first edition of a book.
- Editor.** One who prepares or superintends for publication a work or matter not written by himself.
- Editor entry.** The entry of a book in a catalogue under the name of the editor.

- Effete books.** Books useless to a Public Library in so far as they are recapitulations of ascertained facts—out-of-date—merely of topical interest—or superseded.
- E.g.** (*Lat.*, *Exempli gratiâ.*) For example.
- Eighteenmo.** *See* Sizes of books.
- Einband.** (*Ger.*) Binding.
- Einleitung.** (*Ger.*) Introduction.
- Electrotype.** A replica of a woodcut or plate in relief, produced by taking wax mould and placing it in a copper deposit battery, when a thin copper "shell" facsimile results.
- Elephant folio.** *See* Sizes of books.
- Elision marks.** Three dots, thus . . . used in cataloguing to show the omission of a word or words from the title.
- Emblem.** Symbolical figure or composition which conceals a moral or historical allegory; when accompanied with some sententious phrase which determines its meaning it has the same relation as Device.
- Enchiridion** (*pl.*, *ons* or *a*). A handbook; specifically, a manual of devotions.
- Encyclopædia.** A work containing information on all subjects, or exhaustive of one subject, arranged in systematic (usually alphabetical) order.
- End papers.** The blank fly-leaves at beginning and end of a book.
- En feuilles.** (*Fr.*) In sheets.
- Engravers' proofs.** Prints or engravings *entirely unlettered* are known by this term.
- Engravings** or prints. Reproductions of "pulls" taken from an engraved plate of metal, the lines being cut into the plate, and so holding the ink. Prints are divided into a number of classes, each class having a separate value of its own.
- En livraisons.** (*Fr.*) In numbers; in parts.
- Entry.** The record of a book in a catalogue which may be under its main entry, added entry, title entry, etc.
- Entry word.** The first word entered on a catalogue slip, card, etc., and which governs its place in the alphabetical order of a catalogue, card cabinet, etc.
- En vélin.** (*Fr.*) In vellum.
- Ephemerides.** Diary, or account of every-day transactions.

WM. MCGILL, *Islington*, and

WM. J. PHILLIPS, *Glasgow*.

(*To be continued.*)

## BRITISH MUSEUM CATALOGUING RULES.

By GEO. A. STEPHEN, *Chief Assistant, St. Pancras Public Libraries.*

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"OF making many books there is no end," said the Preacher, and since his day this fact has been reiterated successively by men all down the ages. Consequent upon the ever increasing number of books was the necessity of providing adequate storage for their preservation and use, and to meet this need libraries were founded. To facilitate reference to the books, catalogues were compiled and provided, but these were generally made by private individuals, who, though they would doubtless make a few rules for their guidance, had not the advantage of working upon any codified rules that had stood the test of experience.

For the *fons et origo* of codified rules the inquirer must turn to the famous ninety-one cataloguing rules of the British Museum, first printed and published in the *Catalogue of Printed Books in the British Museum*, vol. 1, letter A. In 1831, Mr. (afterwards Sir) Anthony Panizzi was appointed assistant librarian in the British Museum, and in 1837 he succeeded Mr. Baber, as keeper of the printed books. In this capacity he undertook the preparation of a new catalogue. As a preliminary step he and a committee of his staff, consisting of Messrs. Winter Jones, Thomas Watts, Edward Edwards and John H. Parry, proceeded to compile a body of rules for cataloguing *de novo* the entire library and at the same time incorporating all its recent additions. Their task was achieved in a comparatively short space of time, and by March, 1839, Panizzi was able to present to the trustees a draft set of rules. On this foundation was erected the superstructure, known as the ninety-one cataloguing rules, which forms the basis of all codes of scientific cataloguing.

The publication of these rules met with much hostile criticism from members of the staff and from readers of literary fame, some of whom even went so far as to decry rules altogether. This hasty conclusion was no doubt due to the characteristically conservative trait of Englishmen. These critics did not fully appreciate the fact that the utility of a library depends upon the catalogue, and that in such an important undertaking as the catalogue of the British Museum, it was imperative that the most scrupulous adherence to rigid rules should be observed to ensure accuracy, and to make the catalogue what Edward Edwards desired it to be: "the eye to the library." In 1847 a Royal Commission was appointed to inquire into the constitution and government of the British Museum, and in connection therewith the Commissioners received evidence relating to the new rules for the catalogue. One witness of note, Mr. Payne Collier, wise in his own conceit, submitted to the Commission the titles of twenty-five books,

which he had made in the course of an hour, to illustrate his particular views. One of Panizzi's senior colleagues, Mr. Winter Jones, made a searching examination of these, and reported that the examples furnished almost every possible error that can be made in cataloguing, and that the average number of faults were more than two to a title.

In 1900 a revised edition of the rules\* was published. These embraced a few innovations resulting from the experience gained in printing the catalogue. No radical changes, however, have been made in the original rules, for it was obviously impossible to alter these essentially without re-cataloguing the entire library—a task, the magnitude of which forbids contemplation.

The number of these revised rules has not only been reduced from ninety-one to thirty-nine, but their former arrangement has been dispensed with and they are now arranged in logical sequence, with the pleasing result that the instructions are presented in a much more concise and clear form.

The nature of the catalogue is explained in the first rule: "The General Catalogue of Printed Books is arranged as a Catalogue of Authors in the alphabetical order of their names, the arrangement of entries under each author being also essentially alphabetical." The entries, which are of two kinds, viz., (1) Main-Entries, and (2) Supplementary Entries, in the form of cross-references, are defined in Rule 2, while Rule 3 sets out the four divisions which the main-entry may contain, viz., (1) A *Heading*, (2) A *Description*, (3) The *Imprint*, (4) A *Note*. These four parts, described as "the contents of a Main-Entry," are defined and explained as follows: (1) A *Heading*, Rules 4-15; (2) A *Description*, Rules 16-19; (3) The *Imprint*, Rules 20-21; (4) A *Note*, Rules 22-23. The remaining rules are devoted to: Various forms of Joint-Authorship (24), Special Headings for various classes of books (25), Anonymous books (26-29), Pseudonymous—including Supposititious—books (30), Collections of Laws and Law Reports (31), Translations (32), Commentaries (33), Duplicates and Re-issues (34), and Cross-References, mainly of three kinds (35-39).

Mr. H. B. Wheatley, in an article on these rules published in *The Library*, new series, 1900, has, with clear introspection, grouped them into three classes for purposes of discussion: (1) Headings of Books with Authors' names, (2) Headings of Anonymous [and Pseudonymous] Books, (3) Cross-References. This division will also serve on this occasion.

The first principle of the system is, provided that the authorship of a book is stated therein, the heading of the main-entry of every book must be the author's name, except in the case of publications of learned societies and official publications.

The first seriously contentious rule is No. 6, which directs that:

"In the case of Saints the name to be adopted is the English form of the name by which they have been canonized; in the

\* Rules for compiling the catalogues in the department of printed books in the British Museum, 1900.

case of Popes and Sovereigns the English form of the name which they officially assume, and in the case of Members of such religious orders as discard secular names, the name in religion : the original names of Saints, Popes and Members of Religious Orders being added within brackets. Princes of Sovereign Houses are to be entered under their Christian names only. Peers and Bishops are to be entered under their family names."

In regard to that portion of the rule respecting sovereigns, saints and members of religious orders, all cataloguing authorities are agreed that generally this is the best form of treatment, but strict adhesion to this rule occasionally necessitates the entry being made under that portion of the name which is least familiar to readers. The example cited in this rule (6) is a case in point. When references in books are made to St. Francis Xavier he is almost invariably referred to as "Xavier," and in encyclopædias and dictionaries of biography his name is usually indexed under Xavier, yet by the Museum rule his name is placed with numerous other St. Francis who do not boast a surname. Thomas à Becket is another instance which is open to the same objection. Xavier and Becket are names which a layman would first turn to in a catalogue, whereas it would require the knowledge of an ecclesiastic to find the main-entry at the first reference. It is questionable, however, whether these drawbacks are of sufficient importance to warrant any exception being permitted which would confer upon the cataloguers discretionary powers likely to be occasionally misinterpreted, and so cause confusion.

The latter portion of this rule directs that the names of peers and bishops shall receive uniform treatment, viz., that they be entered under their family names, though the titles of peers and bishops have practically nothing in common. The only practical way of entering the names of bishops is to adopt the plan here enforced, because the family name is generally associated with the episcopal designation, and the ecclesiastical title is subject to frequent change. It is contended, however, that peers are on quite a different basis. The pros and cons may therefore be given with advantage. The arguments advanced by the advocates of this rule concerning entry under the family name of peers are :—

- (a) The family name is the only permanent factor, as a peer generally changes his title at least once in a lifetime.
- (b) Frequently the founders of noble families are as well known by their family names as by their titles.
- (c) Members of the same family are brought together.

With regard to the last argument, it would have more force if the rule were for the compilation of a dictionary of biography, in which case there would be a decided advantage in having all the members of a family entered at the same place, but the advantage of this in a catalogue is more apparent than real.

On the other hand, objectors to this practice urge that to all intents and purposes the title is the peer's name, because

- (a) Noblemen are always spoken of and referred to by their titles.

- (b) Their ordinary signature is their title only.
- (c) They seldom put their family name upon the title-pages of their works.

These objectors conclude, therefore, that if the definition of an author's name is accepted as "that by which a person is known," then the logical deduction is that the entry be made under the title. Of the more important codes of rules, only that of Jewett agrees with the British Museum rule regarding the treatment of noblemen; the rules of the A.L.A., the Bodleian, Cutter and the L.A. all study the convenience of those persons who use the catalogues and make the entry under the title, except when the family name is decidedly better known.

Passing over the rules relating to Latinized names, names of places, Oriental names, German names with modified vowels, and names preceded by a preposition or an article, since they are identical with those that generally obtain in recognised codes, the next rule upon which opinion is divided is No. 11, which relates to compound names. The first part of this rule meets with general acceptance: "Compound surnames, excepting English and Dutch, are to be adopted in their entirety under the initial of the first of them. In compound English and Dutch surnames the last name is to be preferred." But the exception permitted in the latter part furnishes a debatable point: "In the case of authors who change their name, or add to it a second, after having begun to publish under the first, the heading is to consist of the original name followed by the word 'afterwards' and the name subsequently adopted." This proviso allows for two systems to be in use. So far as the British Museum Catalogue is concerned there seems to be no legitimate objection to this dual rule regarding compound names, because it is quite conceivable that at the time a modern author changes his name, or converts it into a compound one, the catalogue may already contain entries under his first name. Thus, if the rule of selecting the last name were to be adhered to without exception, either all previous entries in the existing catalogue would have to be deleted and entered under the new name, or an author's works must appear in two places in the catalogue. There is some disadvantage, however, in this system so far as quick reference is concerned, inasmuch as it sometimes results in the main-entry of well-known writers being made under names that are quite unknown in the republic of letters. Mr. Wheatley gives a notable example illustrating the drawback to this plan: Sir Francis Palgrave, the well-known historian, after he had issued two slight publications, changed his name from Cohen to Palgrave, and subsequently published all his important works under his adopted name. In strict adherence to rule, all his works are entered under Cohen and thus placed under a heading unknown to the majority of readers.

Following this rule is one relating to Initials as a substitute for the author's name: "Initials denoting authorship are to be adopted as headings. Where they represent the name of a person the last letter is to be taken as representing a surname..." The satisfactory treatment of initialisms is a difficult problem. The Bodleian rules treat books so

published, so far as the heading is concerned, as anonymous, although they provide for a cross-reference from the initials ; the rules of Cutter and the L.A. agree with the Museum plan, which has the advantage of bringing together all the works of an author, provided he has used consistently the same initials. Initials, however, are not easy to remember, and books published with only initials on the title-page are often referred to by their titles only. Moreover, under certain letters of the alphabet the entries in the catalogue become so numerous that a particular set of initials is not easily found. In the Museum catalogue, for example, there are no less than 191 folio pages devoted to the initial letter B. Another though somewhat weaker objection to making the entry under the last letter is that an ordinary reader would probably not distinguish between the initials representing a person's name and those indicating a degree or other designation. Thus, if a reader came across a collection of letters such as J.C., D.D., he might possibly become confused and look for the entry under D., J.C.D., instead of under C., J., D.D. The plan adopted by Halkett and Laing in their *Dictionary of the Anonymous and Pseudonymous Literature of Great Britain* of arranging initials under the first letter appears to be simpler and perhaps more satisfactory. Moreover, initials do not always represent those of an author's name, but are frequently selected at random, or for some sentimental reason. The compilers of the Museum rules have anticipated some of the objections to the adoption of initials as headings ; hence rule 36 provides for a cross-reference "from the heading under which the book would have been catalogued if the initials or descriptive name had been absent." These rules also treat initials representing pseudonyms in the same manner. The works of Miss Charlotte Tucker, which are published under the initials A.L.O.E., appear under the initial E., thus E., A.L.O. Modern public libraries generally find it more convenient to make the entry in such cases under the first letter.

The treatment of series of books has not received that consideration which one would have expected. Clause (b) of rule 24 provides for an entry under the name of the editor, but not for a detailed list of the volumes in the series. Should a person only know the title of a book in a series, he thus has no means of ascertaining whether or no it is contained in the library. Moreover, the information given under this heading is very meagre, and is less than that given in the cross-reference from the author of a book in a series. The two following entries are culled from the catalogue to illustrate this point :—

Woodhead (German Sims). *Bacteria and their products, etc.*  
[Illustrated]. pp. xiii. 459. 1891. See Ellis (H. H.) *The Contemporary science series, etc.* 1889, etc. 8°.

8709.i.16.

Ellis (Henry Havelock) *The Contemporary science series.*  
*Walter Scott: London.* 1889, etc. 8709.

Objection is frequently made to the special headings provided for various classes of books, viz., "ACADEMIES," "PERIODICAL PUBLICATIONS," "EPHEMERIDES," "CATALOGUES," etc. (rule 25), which are in



fact alien to an author catalogue, these being strictly speaking form entries. The practical advantages accruing from this plan are (a) that the principal disturbing elements are concentrated in two or three places, (b) that it gives a conspectus of the works in a particular class. The nature of serial publications is such that the entries require constant alteration, and were these distributed throughout the entire catalogue, it would necessitate frequent alteration of pages that would otherwise remain intact for years. The disadvantage attending this arrangement is the delay in consultation.

Of all the special headings, perhaps none have been made the object of so much ridicule as that of "ACADEMIES." The publications of institutions and learned societies are here collected and classified under the name or country where the institution is situated or where the society holds its meetings. The appellation given to the heading for the publications of institutions and learned societies is somewhat misleading to the average Englishman, who cannot easily conceive what the heading "ACADEMIES" is intended to embrace. It has been suggested that one would understand from this heading a scholastic establishment for young gentlemen. It is quite conceivable that the heading might be thought to include entries relating to such institutions as the Royal Academy of Music, whereas it is confined to the entries of those societies which publish the transactions of their proceedings.

Periodicals strictly speaking have no author, and for purposes of cataloguing may be regarded as anonymous works; and so regarded one would naturally expect that they should be subjected to the same treatment as other anonymous publications, and receive a first word main-entry, a practice which obtains in the codes of Cutter, Dewey and Dziatzko. The Museum practice, however, is to enter these "under the general heading PERIODICAL PUBLICATIONS followed by the name of the place of publication." There is something to be said for the arrangement of the publications of societies under the name of the place from which they emanate, but for periodical publications the method is one of doubtful utility to readers generally. The titles of periodicals very seldom include the name of the place of publication, the only thing that would guide a reader to look for a particular journal under the name of a place. Some periodicals include in the title the name of the country with which they are associated, but even then few readers would be able to turn up at the first reference the main-entry. How many readers, for instance, would remember whether the *Australian Journal* is published at Sydney or Melbourne? However, to specialists like the historian of literature or the bibliographer, the classification of the periodicals must give satisfaction, since otherwise they would have to search the whole catalogue for the information which is contained in several volumes. The index to the periodicals which is provided of course guides to the place of entry, but this necessitates a second reference.

One of the greatest stumbling-blocks with which the cataloguer has to grapple is the treatment of that heterogeneous mass of books

published anonymously and which Wheatley has termed "the Pariahs of Literature." Few authorities are agreed upon a definition of such books, although they incline to the opinion that when the author is not named on the title-page of a work it should be regarded as anonymous. Each code prescribes different treatment for anonymous books. In the absence of declared authorship the heading in the Museum catalogue is to be chosen according to the following rules taken consecutively :

- (a) Books concerning a person (real or fictitious) named, or adequately described on the title-page, are to be entered under his name.
- (b) Those concerning a collective body or institution are to be entered under the name of such body or institution.
- (c) Those concerning a place, or an object bearing a proper name (e.g. a ship), are to be entered under the name of such place or object.

Where the foregoing rules (a-c) do not apply, the heading is to be

- (d) The name of a person or place forming a necessary part of the title, except when merely indicating a period.
- (e) Or, the first substantive in the title of the book.
- (f) Or, the first word other than an article.

It will be observed that the compilers have evidently here sought to differentiate between a bibliography and a catalogue. A bibliographer in using the former generally has with him a book, the author of which he desires to trace, or, at any rate, a correct transcript of the title-page, but in using the latter the searcher usually wishes to find the author from a prominent word in the title. With this object in view, all the above clauses except (e) seem to have been framed. Clause (e), however, reverts from this principle and provides for an entry under the first substantive. No doubt this has been done to avoid anything approaching the semblance to a subject-catalogue; but surely the subject-word could be used as the main heading without approaching nearer to such a catalogue than the previous clauses allow. Take one of the examples given: "A First Book on Algebra." According to rule, this work must appear under "Book," a most misleading heading, whereas if it appeared under the subject-word "Algebra," it would be found much more readily.

The great fault of rule 26, however, lies in the fact that no provision is made for a first word entry *in every instance*. In a large catalogue which is intended to meet the requirements of the novice and the bibliographer, the student and the professor, it is most desirable to have a definite rule which could be applied in every case without doubt; so that, as in other cases, a searcher could ascertain at once and with certainty whether or not a particular book was in the library. There must be cases where the cataloguer will be undecided as to the best place to enter certain anonymous works, and if he, with his expert knowledge, finds difficulty in the cataloguing of such works, how much greater difficulty will a non-professional reader experience? Therefore, the only safeguard is to make invariably an entry under the first

word of the title not an article. Whether the entry should be a main-entry or a cross-reference is of secondary importance. The only important objection brought against the first word rule is that numerous entries would be made under such common words as "Treatise," "History," "Report," "Address," etc., and therefore the entries would tend to confuse the reader; but this argument cannot be seriously sustained, since the practice is followed in Halkett and Laing with good results.

The last point to be mentioned upon which the law-givers are not agreed in this connection is the treatment of anonymous books when the authorship is known from other sources. The Museum always regards a book as anonymous if it has once been so declared. The codes of Cutter, Dewey and Dziatzko provide for the main-entry under the author's name when known. This superior plan brings together all the main-entries of an author's works and the various editions of them. Regarding these methods from the practical point of view, the balance of advantage would appear to be with those who give the entry under the author's name. By the Museum plan celebrated books (or the earlier editions of them) once published anonymously, but of which the authors' names are now household words, are hidden away under the titles, with only a cross-reference to direct to the place of entry. Thus, a reader is required to search the catalogue in various places before he can obtain all the information it contains respecting a given author. Mr. Wheatley, who strongly objects to the Museum practice, instances Scott's *Waverley*, the anonymous editions of which are entered under *Waverley* and the others under Scott. The argument against his view is, that an anonymous book is always anonymous, so far as that particular edition is concerned. Mr. Wheatley, moreover, overlooks the technical difficulties involved. It might happen that a work published strictly anonymously remained so for several years, during which time the work would have been duly catalogued as an anonymous work. If the authorship of it afterwards transpired, Mr. Wheatley's suggestion, were it adopted, would necessitate the re-cataloguing of the book, and two methods of treatment respecting anonymous works would then be in vogue.

The treatment of pseudonymous works is another point upon which the various codes differ. The rules of the A.L.A., Cutter, Jewett and the L.A. decide in favour of the main-entry being made under the pseudonym when it is exclusively or principally used by the writer; the *Library School Rules* of Dewey directs that the entry be made under the real name except in cases of prominent pseudonyms; while the Bodleian rules regard all pseudonymous books as anonymous for the purpose of headings. The Museum rule 30 reads: "Fictitious names assumed by authors in order to conceal their identity are to be treated as real names, with the addition to the heading of the abbreviation *pseud.*, followed by the real name of the author within brackets..." The utility of this method is substantial, since it generally means that an inquirer will turn to the main-entry at the first reference, but it possesses the disadvantage of separating an author's works—that is, if

he has published works under his correct name, another pseudonym, initials or anonymously. For example, the works of the late Rev. John Watson, published under his real name, are to be found in the catalogue under Watson, and cross-references are given to works connected in some way with this name, as :—

Watson (John) *Minister of Sefton Park Church, Liverpool.*  
*See* Moore (William K.) *The Revealer and the Redeemer.*  
 A further reply to the "Mind of the Master," by J. Watson  
 [1897]. 8°.

The books published under his pseudonym, "Ian Maclaren," are entered under Maclaren, as are also cross-references to works connected with his pen-name, as :—

Maclaren (Ian) *pseud.* [*i.e.* John Watson]. *See* Robertson  
 (F. W.) *Sermons...With...introduction by Ian Maclaren.*  
 1898, *etc.* 8°.

Therefore the complete writings of John Watson and works in reference to him must be sought for under two headings, and the only nexus is a cross-reference. This practice, however, like the treatment of anonymous books, may be accounted for because of the impracticability of altering headings once made to the correct name as soon as it is revealed.

The rules dealt with so far have all related to the main-entry, but an important and integral part of the Museum system is the second kind of entry, viz., cross-references, which differ from those ordinarily so defined, being supplementary entries rather than mere references. Rule 35 divides cross-references into three kinds :

- (1) References from Alternative Forms of the same Heading.
- (2) References from Alternative Headings for the same entry.
- (3) Subordinate or supplementary entries for the same work.

The remaining rules are occupied with elaborating these three kinds, and with examples.

Although it is stipulated that no book can have more than one main-entry, cross-references may be made *ad libitum*, so that the cataloguer is enabled to make as many references as are likely to be helpful to the readers.

Under the old *régime* no distinction was made between cross-references relating to authorship and any other cross-references ; all preceded the main-entries under the author's name. Thus, in the case an edition of a work published anonymously or pseudonymously, under initials or as one of a series, the entry under the author's name, being only a cross-reference, appeared in its alphabetical order amongst the others, thus being separated from the other editions published under the author's name.

The new rules have remedied this unsatisfactory arrangement which caused so much confusion. In the ordinary cross-reference the reference follows immediately after the name, thus :

Malone (Edmond) See Boswell (James) *the Elder*. The life of Samuel Johnson, *etc.* [Edited by E. Malone.] 1804. 8°.

But by the new rules, where a book is entered under any heading other than the name of the author, the reference from the name of the author (which contains an adequate description of the book and states date and size), follows such information, thus :

Bargrave (Isaac)

A Sermon against Self-Policy, *etc.* [By I. Bargrave.] [1624.]

4°. See SERMON.

Curiously enough, the above example, which the authorities have selected to illustrate the rule, is at variance with the actual entry in the catalogue, the reference in the catalogue preceding the information. These cross-references relating to authorship, made under the new method, are placed in alphabetical order amongst the other main-entries, and the editions of a work are arranged chronologically. There is thus given under an author's name a complete list of his works contained in the library, which nullifies many of the arguments cited in this paper, or could be raised, respecting main-entries.

Critics of these rules should always bear in mind the fact that they were framed solely to meet the particular requirements of the National Library, and not to provide a general code suitable for all Public Libraries. Too often these rules are criticised from the standpoint of the public librarian, who is able to reprint his catalogue as occasion demands. Cutter's dictum that "the catalogue is made for the reader, not for the cataloguer," is quoted in support of a plea to choose whatever headings are deemed most suitable for the *clientèle* of a particular library, whether they be consistent with rules or not. Surely those who hold such views should, in the unique case of the British Museum, subordinate their desire to depart from the "tyranny of method," and be prepared to uphold a system which aims at producing a consistent, scholarly and logical catalogue worthy of the institution and the books which it records.



## THE ROYAL ALBERT MEMORIAL, EXETER.

An Example of what can be done by Co-operation.

By H. TAPLEY-SOPER, F. R. HIST. S.

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IN 1813 the Devon and Exeter Institution was established at Exeter. It is an institution similar in its objects, though not in its accomplishments, to the Literary and Philosophical Institution of Newcastle-on-Tyne. About this time there sprang up, in a number of the more populous centres of England, many similar institutions, some designated "mechanics' institutions," others known by a more ornate title, according to the locality in which they were situated or the class for which they were intended. These societies played an important part in the movement which was gradually bringing about the co-ordination of educational facilities. They did valuable pioneer work, opened the eyes of the Legislature to a public need, and eventually proved to be the prototype of the Public Library, which was made possible by the passing of the Public Libraries Act in 1850. Under this Act local authorities were enabled to provide by means of the library rate what private enterprise had done by subscription. But there was this important distinction—whereas many of the societies referred to benefited only those able to pay what was in some cases a prohibitive subscription, expressly regulated in order to keep them "select," the Public Libraries Act compelled all classes to contribute a modest quota for the good of the common weal.

Quite a number of these societies continue to flourish in a more or less modified form side by side with the Public Library. But the majority, and particularly those of the "mechanics' institute" order, have been absorbed and become part of the Public Library. In many towns they actually formed the nucleus of these modern institutions which are now such an important factor of our educational machinery. In the case of Exeter, however, we meet with a curious deviation from the general practice. The Exeter Royal Albert Memorial College, Museum, and Public Library, an almost unique institution, having grown up independently of the older society instead of being a sapling from the original plant.

Amongst the avowed objects of the promoters of the Devon and Exeter Institution at its inception was the formation of a county museum. That the museum clause was framed in real earnest is borne out by the fact that the collection of objects was actually commenced, and that to this embryonic museum donations were made in subsequent years. But for some unexplained reason this branch of the Institution soon ceased to command attention, and was allowed to slumber in quiet forgetfulness.

Occasionally the subject was referred to in the newspapers and by public speakers. But it was not until 1851, when the Great Exhibition brought prominently forward the subject of art education, that the museum question was again seriously discussed, this time as an adjunct to the proposed School of Art. The possibility of obtaining the few exhibits the Devon and Exeter Institution possessed, the fact that the city had lost several private collections because she was deemed not to have a place worthy of housing them, proved a strong incentive to public men of that time to try and do what the Institution had failed to accomplish. By 1855 the School of Art became an established fact, and by 1861 had outgrown its premises. The necessity of obtaining more room suggested the idea of erecting a building which would afford the accommodation required in conjunction with a museum, picture gallery, and public reading room. This more ambitious scheme met with a better reception than did the museum project alone. Subscriptions to the amount of £1,000 were readily obtained. But still the project lacked the support which would ensure its success until 1861, when a great impulse was imparted to the scheme by an event which moved the heart of England. In the December of that year the Prince Consort died, and at a meeting of the School of Art Committee, held on the 30th of December, 1861, we have the first tangible announcement of the inception of what has since developed into the Royal Albert Memorial University College, Museum, and Public Library. This institution would perhaps never have come into being had the Devon and Exeter Institution lived up to its original aims.

It is curious to note that the original society continues to exist in spite of the fact that the Royal Albert Memorial provides all they can offer with, perhaps, the exception of that "club like" atmosphere so dear to the frequenters of literary societies and reading rooms of past decades. How long this will continue time will show, but it seems to us that the amalgamation of the forces of the two institutions, which at present are duplicating each other's work, would add to the literary facilities of the capital of the West.

The advantage of such a grouping of educational departments as exist in the Royal Albert Memorial must be apparent to the most casual student of educational matters, and should be the object of all local authorities. Unfortunately, however, there are very few towns where such a harmonic scheme prevails. It is not unusual to find the museum in one part of the town, the library in another, and the technical institute in a third, and so on. In many cases, however desirable such a scheme may be considered, local circumstances make its accomplishment impossible, but often a little forethought and an eye to the possibilities of the future by the authorities in charge will do much to bring about this desirable state of affairs. Much has been done in recent years in this direction, and the tendency of recent Education Acts has been towards consolidation of local educational bodies in order that they may prove mutually helpful. Dr. Hill, late master of Downing College, Cambridge whose opinions on educational matters are of

considerable value, when speaking at the 1905 Conference of the Library Association, on Public Education and Public Libraries, said "he only knew of two libraries where the conditions were, as he regarded them, quite satisfactory : those two places were Exeter and Nottingham. In both towns the library, the museum and the university college were housed under the same roof, and the librarian was, as he ought to be, a coadjutor of the curator of the museum and a colleague of the teachers of the university college. Not only did such an arrangement lead to much larger needs of education, but in numberless ways it considered the convenience of those who used the books and those who stored them, and although he could quite understand that such an arrangement as that might be often out of reach, yet he thought they ought to be always considering the future. They should recognize that larger demands were looming in the distance, and especially if there was any question of building a library, provision should always be made for things of this kind."\*

The learned doctor might also have pressed these suggestions from a financial point of view. For it often happens that museum specimens and books, and more especially expensive reference books, which are provided in museums or Public Libraries are unnecessarily duplicated by local colleges and technical institutes at considerable cost ; either from public funds or at the expense of students who can ill afford such additional expenditure.

Exact details of the growth of the Royal Albert Memorial would perhaps be out of place in an article of this description, but a few particulars of the manner in which it was built up and an indication of its possible extension may prove of value as a guide to other local authorities. As we have stated, the School of Art was established in 1855 and by 1861 had outgrown its premises. By 1863 sufficient funds had been raised by public subscription to warrant the local committee in proceeding with plans for the erection of a building for School of Art, museum, art gallery and Public Library purposes. In 1865 the foundation stone was laid ; and after many delays, principally caused through financial embarrassments, the building was formally opened in 1868. In 1869 the City Council adopted the Public Libraries Act for the support of the library and museum, the School of Art having in the meantime obtained a grant from the Government. From this date the Institution grew rapidly. The governing body took every opportunity to extend the educational facilities of the Institution and laid itself out to meet almost every demand made. A certain number of science classes had been gradually added to the School of Art. Donations of money and museum objects and books had been both plentiful and valuable. But it was not until 1893 that any great advance was made. In this year the City Council, the University Extension Committee, and the Local Lecture Syndicate of the University of Cambridge adopted a scheme of co-operation which provided for the establishment of a larger number of evening science classes, the initiation of a centre for

\* *Library Association Record*, v. 7, 1905, pp. 548.



instructing pupil teachers, and the holding of the university extension lectures and the supplementary classes in the same building, and the appointment of a principal and permanent staff to superintend the whole. The accommodation of the Royal Albert Memorial was at first inadequate, and temporary premises were leased, pending the erection of additional buildings for which the requisite funds were already in hand, partly as savings under the Technical Instruction Act, which had in the meantime been put into force, and partly under the will of a local benefactor. These additional buildings were opened in 1895.

The greater facilities so afforded rendered it possible to start a few day classes as the demand for such teaching arose, and in a short time the need for still further space arose. The Diamond Jubilee of Queen Victoria was approaching, and at a public meeting a large majority of the citizens resolved to erect further class rooms as a suitable memorial. In 1899 an additional wing was opened.

For some years it had been felt that the work carried on was becoming more and more like that of the university colleges, and in 1901 steps were taken with the object of completing a full university course, and the Board of Education gave permission to the governors to establish a Day Training College for women; thus the Royal Albert Memorial became a University College, preparing students direct for the London degrees.

In 1902 a manual school was established and equipped, principally through the generosity of a citizen. This school is available for adult students preparing for the engineering professions. The latest additions to the college have been a Day Training Department for men and a series of classes on the theory of education suitable for secondary teachers. A considerable extension of the college buildings is in progress, and land has been secured for future additions on a liberal scale. In the meantime an application has been made for a Treasury grant, which, if successful, will enable the governors to establish new facilities and extend the advantages of the college to those professions which the curriculum does not at present embrace.

The Institution is controlled by a Board of Governors, annually appointed by the City Council and invested with executive powers. The Board consists of twenty councillors and twenty non-councillors. The public lectures are under the supervision of the University Committee, consisting of thirty-two members appointed by various bodies. The Board of Governors is divided into three standing committees, viz.—College Committee, Museum Committee and Library Committee, which report their proceedings to a board meeting each month for confirmation. The Board reports to the City Council once a year, except in the case of loans being required, when a special report is required for the Council's sanction.

There are two hostels in connection with the college, and the college also maintains recreation fields. The staff consists of a principal and four professors, librarian, curator, registrar, sixty lecturers and assistants, and eight attendants and cleaners. The town clerk acts as clerk to the Board of Governors. The accounts are kept at the City

Finance Office, and the items of each department are kept distinct. The subjects taught include separate classes for :—Physics, Chemistry, Pure and Allied Mathematics, Geology, Physiography, Botany, Zoology, Hygiene, Education, Logic, Psychology, History of Philosophy and Ethics, English, History, Literature, Economics, Classics, Ancient History, French, German, Latin, Mechanics, Magnetism and Electricity, Geometrical Drawing, Plane and Solid Geometry, Machine Construction and Drawing, Carpentry and Joinery, Electric Lighting and Power Transmission, Preliminary Mechanical and Geometrical Drawing, Manual Training (Woodwork and Metal-work), Telegraphy, Theory of Plumbing, Shorthand, Painting, Modelling, Life Class, Anatomy, Design, Craft Work, Wood-carving, Copper Work, Enamelling, Architecture, Mensuration, Algebra, Theory of Woods, Métals and Tools, Pattern making.

There are about 1,200 students on the college books. The fees are moderate, varying from £10 to £12 per session for students taking a complete course for such examinations as the London Matriculation, Preliminary Scientific, or London Final B.A. or B.Sc. The fees for evening classes vary from 5s. a session to 5s. a term for theoretical subjects. The fee for practical classes (evening only) is 10s. per session per subject. There are several scholarships and exhibitions in connection with the college.

The reference library contains 25,000 volumes, including special collections bearing on the college curriculum, Shorthand, History, Archæology, Art, Echinoderms, and an extensive local collection. The lending library contains 9,600 volumes in all classes of literature. Both are classified on the Dewey Decimal System and worked on the "open access" principle. The museum contains excellent collections in Natural History, Ethnology, Archæology and Geology. The art gallery possesses examples of both British and Foreign Schools.

The total annual income of the whole Institution is about £12,000 derived from the following sources :—Public Libraries Act (one penny in the £) ; Local Taxation (Customs and Excise) Act ; City Council contributions ; Devon County Council. Board of Education : S. Kensington—Grants for Science and Art ; Whitehall—Grants for Day Training College ; Students' Fees ; Examination Fees ; Prizes and Scholarships ; Subscriptions ; Interest on Stock, etc., etc.

The City Council has not yet seen its way to adopt the Museums Act, but it is hoped that this will be done at an early date in order that part of the money now used for museum purposes can be freed for the purchase of additional books.

With the exception of Nottingham, and to some extent Worcester, no other examples of co-operation on such an extensive scale exist in England. That such a scheme is ideal cannot be doubted, and local authorities would be well advised to take these institutions as models of what may be done by concerted action.

## SUNDERLAND PUBLIC LIBRARIES.

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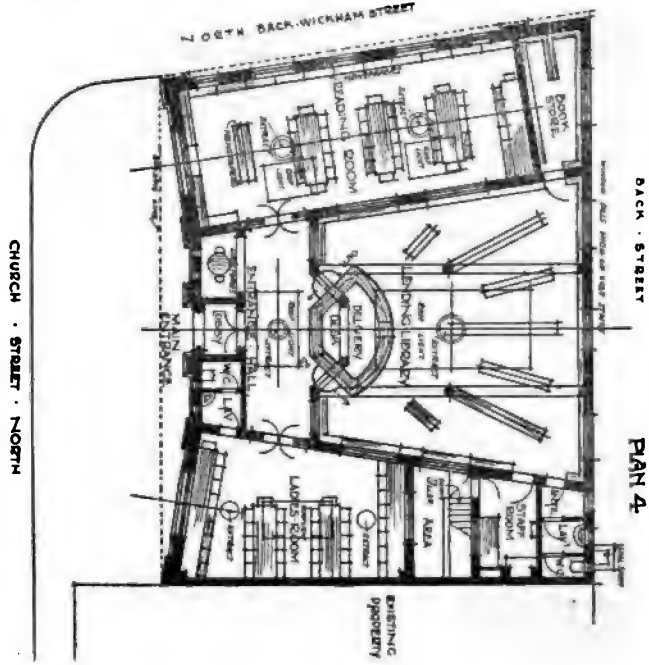
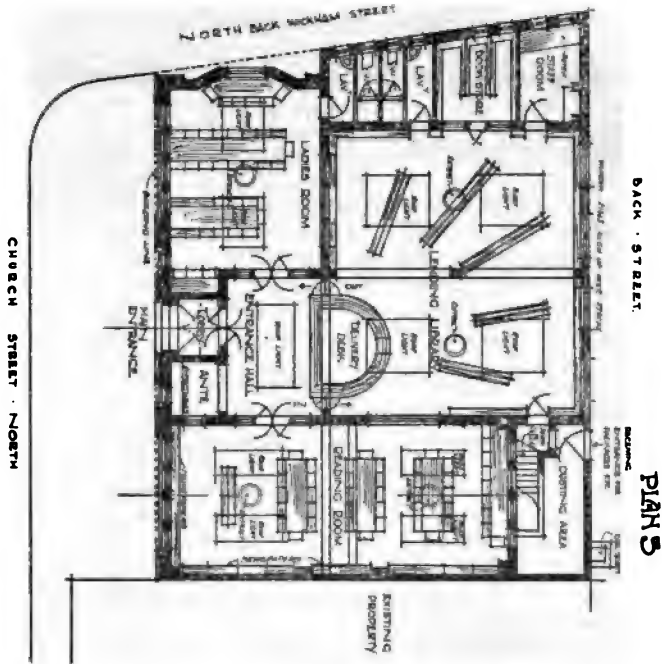
THE two plans illustrated in this number show alternative arrangements for another of the new Sunderland branch libraries designed for the safeguarded open access system. It will be noted that the architect has adopted the radiating principle in his book presses, as he did with the plans shown last month.



## VIEWS CURRENT.

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WHILE complaints exist in plenty touching the inadequacy of the existing limited library rate, especially as concerns some of the smaller libraries with large Carnegie buildings, the remedy seems to hang fire in a most unaccountable and provoking way. For some years past a Bill has been waiting about for the consideration of Parliament, and every session sees it in a state of suspended animation. Whether it is the congested machinery of Parliament or some other sinister factor, the fact remains that it is impossible to make any progress, and people begin to wonder if there is not something wrong about the principle involved. As a matter of fact a very serious drawback exists in the proposed Bill, which has the effect of cooling off the enthusiasm of its promoters, and will make a splendid weapon for the opposition when the time comes. The brutal truth is that no one at present has the slightest sympathy with any proposal for an unlimited rate of any kind, let alone a library rate, which, everyone knows who has made any study of the question, is not required in about ninety per cent. of the library areas of the country. The only justification for asking Parliament for unlimited rating powers would be by making the establishment of museums, art galleries, and schools for science and art compulsory, in addition to libraries, and so render the financial provisions necessary. It is no argument to plead that library authorities will not or need not make a rate of more than is necessary. The public are thoroughly frightened about local rates, and have little enough confidence in local authorities and their expenditure. They will frown upon any proposal to confer unlimited rating powers on anyone, for any purpose, and the sooner this attitude of the average ratepayer is appreciated by the sponsors for the Public Libraries Bill, the sooner will come some change for the better in library finance. At present the legislative proposals are too vague, and being vague are apt to excite suspicion. Again, there is not the slightest guarantee or certainty that any of the income to be derived from the proposed rate increase will be



devoted to furbishing up the stocks of effete libraries, and bringing them into line with the times. On the contrary, it is just as likely as not that the enhanced means will be frittered away in the provision of museums, lectures, art galleries, and, perhaps, newsrooms or official salaries, while the main purpose for which municipal libraries exist, the profuse supply of good books to the public, will be overlooked to a very great extent. It is hardly conceivable that any Parliament will consent to the abolition of a rate limit for library purposes, because, if the work is kept within reasonable and legitimate lines, so much money is not required. Even in places which have obtained power, under special Acts, to levy unlimited rates, not a single case exists of more than a twopenny rate being made. It is quite obvious, therefore, that it is a mistaken policy to ask for such an unpopular statute as one abolishing a useful limit. It intimidates the promoters of the measure, and gives an unanswerable argument to the opposition. What on earth, for example, could Manchester do with a sixpenny rate, producing nearly £80,000? or even a place like Gravesend, which at present on a penny has an income of £630? Double this latter and the income at once becomes reasonable for the population, but levy a sixpenny rate, producing £3,780, and the amount at once becomes preposterous in proportion even to the work which *might* be accomplished. The same argument applies all through, save in the case of very small rural districts, where a sixpenny or shilling rate would be a veritable God-send—if the ratepayers would stand it! The practical outcome of all this is that a limit ought to be fixed in any new Act, and a clause should be inserted to make it dead certain that a substantial proportion of the income should be spent on books.

At present, most libraries are spending more money on repaying loans charges for sites and buildings than for books, and it is nothing short of a public scandal, that so little money should be spent on the adequate provision of literature. What is now suggested in order to overcome inertia and opposition is that the library rate limit be altered so as to enable any authority, already provided with libraries, to make an additional rate of a penny or part of a penny in any one year, for the sole purpose of purchasing books. This would relieve matters all round, and would insure that the purpose for which libraries were primarily established was strictly observed. In the case of libraries yet to be established, the same state of matters would be rendered compulsory, because by adopting the Acts 1892 and 1893, the penny rate would be available for ordinary expenditures, while the terms of the new Bill would require them to expend on books anything levied out of an additional penny. No one, either among the public or in Parliament, is likely to oppose such a specific proposal, from which ratepayers would obtain both advantage and protection. Places which are cursed with miserable little museums, and are spending on so-called "extension" money which is urgently required for books, would be saved by the adoption of such a sensible proposal. In short, the advantages to be gained by the amendment suggested are so manifold and evident, that it is hoped the Bill will be altered on the above lines before it is again submitted to Parliament.

C. A. P.

## LIBRARIES, MUSEUMS AND ART GALLERIES.

By A. CECIL PIPER, *Brighton.*

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COMPARED with the rapid progress made by the Public Library movement, the growth of museums has been very slow. This is much to be regretted, as museums are the natural, and indeed the necessary, adjuncts of the library. The cult of art has been more successful in this direction, as there are now a good number of well-organized art galleries up and down the country, but there is still room for more of them as there are for more libraries.

Libraries, museums and art galleries, although they have different objects to attain, yet have one thing in common, and that is they are essentially educational institutions. This being so, it is certainly greatly to the advantage of the community that they should be housed together in one building under the same administration. Each department in such a three-fold institution should be so developed as to show the close relationship that exists between it and the other departments. If, for example, a person borrows a book on geology from the library, it will be necessary for him to have some means of studying the different formations from actual specimens. This is where the museum comes to the aid of the library by providing the concrete material for the reader to follow up his studies. The illustration will suffice to show how one department supplements each of the others; in the words of one writer, "A museum or gallery is of most value when brought into contact with a good library of books on scientific, antiquarian and artistic literature." The benefit accruing to each department from the proximity of the others is infinite.

The museums suitable in connection with Public Libraries should be mainly of a local character, exhibiting specimens of the flora and fauna, antiquities, arts and industries of the district. The exhibits thus brought together form one of the best means of educating the public; for personal inspection of an object has a greater interest for the ordinary man in the street than merely reading about it, and further, he is impressed quicker and learns more about it than he would by studying a dry-as-dust text-book; so that it seems to be more rational that the educational process should be from museum to library, and *not* from library to museum as is sometimes advocated.

The objects comprising the museum should, of course, be arranged according to some systematic and scientific plan, or their value is practically *nil*. To each exhibit must be attached a label giving full particulars about it, and to this label should be added the authors and titles of some of the best books in the library dealing with the subject. There could even be small shelves fitted up on which could be placed one or two elementary text-books, so that visitors might easily refer to them for information regarding certain specimens they see exhibited.

There should be no need for the museum to buy specimens. There is always plenty of material that could be had for the asking, as in every locality there are sure to be some enthusiastic naturalists, antiquarians and such like people, who, if properly approached, would be only too pleased to present some of their "finds" to the museum. The local natural history, archaeological, and other societies should also be asked to help, and such societies should be induced to make the museum their headquarters, which would help to keep alive their interest in its aims and objects. The museum collection should progress from local to general, and after properly developing the local side, then an effort should be made to bring together a representative collection illustrating the manners and customs of other nations in all ages of the world's history. The assistants in the library department should make themselves familiar as far as possible with the museum exhibits, as they can then direct the attention of readers, who ask for a book on a particular subject, to the actual things themselves on view in the museum.

The art gallery department should also be well developed, as there is nothing so ennobling or uplifting as good pictures. The art gallery should be placed as near to the library as possible, because the library will be of incalculable value to the artists and students if they can just step from one room to the other in order to consult books bearing on their studies. The library should endeavour to have a good representative collection of art books, so as to supplement the work of the art gallery, while in the gallery a notice should be placed in a prominent position to the effect that the library contains a good selection of books on art subjects; or, better still, a classified list of them could be posted up. The walls of the library and museum should also be utilised to hang pictures, maps, and portraits of celebrated men and women; this would relieve the monotony of bare walls, and at the same time have an educating influence on the users of the institution. If Public Libraries would do something in this direction, I am sure it would enhance their usefulness to the public, for there is something inspiring in entering a room hung with pictures, while on the other hand, to gaze on bare walls has just an opposite effect.

The establishment of museums and art galleries is of great value to the schools. The children should be brought to the museum periodically by the teachers, and receive a lesson on some object exhibited; such visits should form part of the curriculum. A great amount of good can be done in this direction by interesting the children in the institution. We must remember that the children of to-day are the men and women of to-morrow, and if they are trained how to use libraries, museums and art galleries while young, there is little fear that they will not make use of these departments as they grow older.

It may be argued that a librarian can hardly be expected to be qualified as a curator, or to have specialised in art. That is so, but we venture to think that there are few places in which, among the co-opted members of the Library Committee, there will not be found one or two gentlemen who have specialised in some particular subject, who would

be willing to give their assistance in arranging the collections in a proper manner. Much can be done even in a small library, where separate departments cannot be afforded. An enthusiastic librarian will by his personality infuse into others the enthusiasm which begets great things, and competent help will not be wanting if once the public appreciate that the librarian is really endeavouring to make the institution under his charge of the greatest benefit to the community.



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

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**Bromley (Kent).**—A successful meeting and prize distribution took place in the library lecture-hall on April 10th, when the awards were made to the children who competed for the nature study essay prizes given in connection with the course of lectures delivered by the Rev. Mr. Hinscliff.

**Caversham.**—The Public Library building has been assessed at nearly its full value, with the result that the poor rate amounted to £2 12s. 6d., and the Public Libraries Committee applied for relief on the ground of poverty. The petty sessions refused to grant relief, and it now remains to be seen what will happen, as the library has no funds in hand with which to pay. This case illustrates once more the utter inadequacy of the present penny rate.

**Chorley.**—The *Chorley Guardian*, in a leaderette in its issue of April 4th, says: "With the lecture delivered last evening by Mr. R. W. Jeffery, M.A., in the Park Road School, the lecture season in Chorley has practically closed. Probably at no previous time has such generous provision been made for the higher education of the public, through the medium of lectures, as during the past winter. Under the auspices of the Library Committee of the Chorley Corporation, a course of lectures on 'English Painters' was given by Mr. J. Ernest Phythian, of Manchester, these being followed by a series of discourses on the 'French Revolution,' by Mr. R. W. Jeffery, under the Oxford University Extension scheme, which had been arranged by the Chorley and District Lecture Society. Both sets of lectures were interesting and informative, and attracted fairly large audiences. For the work of organizing the lectures, Mr. E. McKnight, librarian of the Chorley Public Library, and hon. secretary to the Chorley and District Lecture Society, is responsible, and indeed he has practically had the initiation of them."



**Croydon.**—The Public Libraries Committee opened on April 11th, at the central library, its third Book Exhibition held during the present year. Many hundreds of books, most of them illustrated, many of them expensive, and some of them rare, all dealing with some phase or aspect of "outdoor life," were open to public inspection.

**Dumbarton.**—Some years ago Dr. Carnegie offered Dumbarton £6,000 for a Public Library. As there was a difficulty in securing a site for the building the offer was not accepted immediately, but the Library Committee have now made arrangements with the Town Council to take over a convenient piece of ground in Strathleven Place, for which they are to pay £750. This sum is now being raised by public subscription, and £304 11s. have already been obtained from the townspeople.

**Glasgow.**—Mr. F. T. Barrett, in a report to the Libraries Committee, says that the four lectures which were delivered in district libraries during the past season were attended by a conspicuous and very gratifying measure of success. At each there was a crowded attendance, completely filling the spacious reading room. Each of the lecturers, in his own way, spoke on the disadvantage of haphazard and unregulated reading, and indicated with great fulness, and in a most interesting way, the methods by which readers may secure from their reading the greatest benefit and advantage. The lectures were obviously followed with close and sustained interest, and it cannot be doubted that, by very many of the large number who listened to the lectures, the stores of knowledge and information contained within the libraries will, as a consequence, be used with greater intelligence and with enhanced advantage.

**Lincoln.**—Dr. Haverfield, the professor of Ancient History in the University of Oxford, delivered the annual lecture, organized by the Lincoln Public Library Committee, on April 30th. Professor Haverfield took as his subject "Lincoln and Lincolnshire in the Roman Period."

**Stockport.**—The Reddish district is to be provided with a new branch library building, in redemption of the promise made when the area was incorporated in Stockport, in 1901. The library forms part of a group of buildings comprising also public baths and a fire station, and will be opened soon.

**Swansea.**—The burgesses have given a decisive vote in favour of accepting the gift of £10,000 for an art gallery, on the condition that the library rate is increased by one farthing.

**Twickenham.**—W. J. Humble, of Prince's-avenue, Cliftonville, Margate, was summoned at the instance of the Twickenham District Council for having detained three volumes of Morley's *Life of Gladstone*, the property of the Council. Mr. H. J. Saunders, on behalf of the Council, said defendant, who was on the electors' list, took the volumes out of the library. Their value was £2, and they had not

been returned. He desired the Bench to make an order for the return of the books or the payment of their value and costs which the Council had incurred. Mr. E. S. Martin, assistant librarian, said that the defendant had lived at Raymond's Court, Cole Park, Twickenham, and he borrowed the books on December 14th, 1907. Fines amounting to 1s. 3d. were due on the books. Application was made on January 14th for the return of the books. On one occasion the defendant had attended the library and said he had lent the books to a friend. The defendant did not appear, but a gentleman named Hugh Down attended on his behalf. He said that about March 4th when the defendant was removing from Twickenham he handed witness a parcel of books to take to the Twickenham Library. Another man, who was helping witness, left him outside the library. The Bench made an order for the books to be delivered up in fourteen days, or the payment of their value and costs.

**Walthamstow.**—The Urban Council have received a letter from Mr. Andrew Carnegie stating that he is prepared to contribute £10,000 for the extension of the Public Library. The plans of Mr. Dunford, architect, will now be carried out as soon as possible.

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Mr. **William Sanderson**, Glasgow, has been appointed librarian and caretaker to the Chambers Institution, Peebles. Mr. Sanderson is editor of the *Border Magazine*, and is author of *Scottish Life and Character*.

An interesting ceremony was performed on March 25th at the Imperial Library, Calcutta, by Sir Herbert H. Risley, who, owing to the unavoidable absence of the Lord Bishop, unveiled a mural tablet to the memory of the late Mr. **J. Macfarlane**, the first librarian. The tablet bears the following inscription: "In memory of John Macfarlane, first librarian of the Imperial Library, Calcutta, 1901-1906. Born at Merevale, Warwickshire, April 28th, 1866. On the staff of the library of the British Museum, 1885-1901. Died in London, December 5th, 1906. This tablet is erected by his friends both in England and India as a token of their esteem and affection."

Mr. **J. Radcliffe**, the chief assistant librarian of East Ham, has been appointed chief librarian at Ilford. Mr. Radcliffe served as an assistant at Ashton-under-Lyne, 1892-98, at Leyton, 1898-99, since then he has been chief assistant at East Ham, and librarian-in-charge of the Passmore Edwards Library in Plashet Grove for the past four years.



## LIBRARY PUBLICATIONS.

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## GENERAL.

Although rather late in the day, it would hardly be fair to pass without note two American publications which are not so well known on this side of the Atlantic as they deserve to be. These are the annual cumulated volumes of the *Book Review Digest* and the *Readers' Guide to Periodical Literature*, both issued by the H. W. Wilson Co., of Minneapolis. Each volume contains nearly 500 pages, and as the matter is issued monthly and cumulated, the yearly volumes are issued early in January—a consideration in the use of such indexes. The *Digest* contains the gist of the principal book reviews of the year under the authors' names and titles of the books, so that the work is really a select catalogue of the principal books of the year, with critical notes as to the value of each book. In many cases descriptive notes are added. The *Readers' Guide* will be found more generally useful over here. It indexes the contents of seventy of the leading magazines, and as it also is issued in a monthly, cumulated form, it is more valuable for practical use than the ordinary guides to periodicals issued once a year, combining as it does the advantages of a yearly volume and of an up-to-date monthly list.

## REPORTS.

**Aberdeen**, twenty-third annual report, 1906-7. Stock 75,208 volumes (lending 35,481; reference 33,195; pamphlets 6,532; borrowers 11,342; volumes issued 356,651 (lending 321,704; reference 34,947), an increase of 7,358 compared with the preceding year. The reference library is accountable for the whole, and rather more, of the increased issue; there being a slight decrease on the lending library issues, although an improvement in the quality of the reading is reported.

**Ashton-under-Lyne**, fourteenth annual report, 1907-8. Stock 19,053 volumes; borrowers' tickets, 2,888; volumes issued 78,868. "This is the first complete year of the working of the library on the open access system... [and] there can be no question that the innovation has proved eminently successful." There is an increase of 16,714 in the number of books issued, a decrease of the fiction percentage, and the number of borrowers has increased. "Acting upon a hint given in the *Library World*, there was placed in each of the trade journals, specialist papers, etc., in the reading-room a list of the books in the library dealing with that particular trade, occupation, or recreation." This has had good results. "Already numerous applications for books have been made, and in many cases the enquirers have become regular borrowers."

**Brighton**, annual report, 1907. Stock 63,101 volumes (lending 34,744; reference 28,357); volumes issued 286,010 (lending 259,596; reference 26,414, exclusive of books on "open shelves." The librarian draws attention to the fact that certain statements have appeared in print to the effect that "a considerable number of volumes are missing year by year from the open access department of the lending library, and also that serious mutilations occur from time to time," and says that these statements are incorrect. Several improvements have been made in the reference room, and the walls of the reading rooms have been decorated with a number of pictures and portraits of local celebrities.

**Buffalo** (U.S.), eleventh annual report, 1907. Stock 247,595 volumes; borrowers 68,779; volumes issued for home use 1,277,751. Progress in all departments is reported.

**Columbia** (U.S.), tenth annual report, 1906-7. Stock 92,937 volumes; borrowers 45,231; volumes issued 481,463. "The open-shelf facilities and the children's library have so developed as to render necessary additional room space for each of these branches of library work," and certain alterations will be made to provide this space. The library is in need of more books.

**Govan**, Elder Free Reference Library, fourth annual report, 1907. Stock 4,984 volumes; volumes consulted 33,863. A juvenile department is attached to the library, from which 57,448 volumes were issued.

**Kendal**, sixteenth annual report, 1907-8. Stock 15,905 volumes; volumes issued (lending) 64,406. Several additions have been made to the reference library, and the use of this department has been fully maintained. A system of school libraries is in operation, and is working very successfully.

**Kettering**, twelfth annual report, 1907-8. Stock 8,746 volumes (lending 6,423; reference 2,323); borrowers 2,992; volumes issued 84,195 (lending 78,378; reference 5,817). The juvenile library is well used; a catalogue of this department has been completed during the year.

**London: St. Bride Foundation Institute**, twelfth report, 1906-7. Stock 13,301 volumes; volumes issued 100,136. "The use of the library has so grown that it now almost doubles that of a few years back."

**Pittsburg** (U.S.), eleventh annual report, 1906-7. Stock 246,161 volumes; borrowers 63,550; volumes issued (lending) 762,190. Among the many activities the department of printing and binding may be singled out for particular notice. This department during the year printed no less than 88,177 catalogue cards, 1,013,895 miscellaneous forms, etc., and the various bulletins and class lists published by the library authority. The number of volumes bound was 3,728, and 16,604 volumes were rebound.

**Port Elizabeth** (S.A.), fifty-ninth annual report, 1907. Stock 44,938 volumes; subscribers 793; volumes issued 85,110. Small exhibitions of books, bindings, prints, etc., have been arranged from time to time. It is proposed to issue a quarterly bulletin during 1908.

**Prahran** (Australia), annual report, 1906-7. Stock 14,504 volumes; attendances show a daily average of 405 on weekdays, and an average issue of 197 on Sundays. Important additions to the library premises will be made in the near future, and the Council are considering the formation of a lending branch of the library.

**Rugby**, report, 1906-7. Stock 6,195 volumes (lending 5,028; reference 1,167); borrowers' tickets 1,209; volumes issued 48,212, a slight increase on the preceding year.

**Saffron Walden**, Literary and Scientific Institution, annual report, 1907. Stock 15,710 volumes; members 347; volumes issued 11,280.



## LIBRARY ASSOCIATIONS.

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### BIRMINGHAM AND DISTRICT LIBRARY ASSOCIATION.

A MEETING of this Association was held at Erdington on Wednesday, May 6th. The members were favoured with an opportunity of inspecting the library, chapel and other portions of the Abbey of St. Thomas and St. Edmund of Canterbury, by permission of the Lord Abbot; and in the evening, after visiting the new Public Library, the usual meeting was held (by permission of the Library Committee) in the Reference Library, the president (Mr. Joseph Hill) in the chair. A paper was read by Mr. E. Neesham (librarian, Erdington) on "The Relation between the Librarian and the Reader," following the somewhat well-trodden ground of the help which trained librarians and assistants may give to the reader and the seeker after information. There were many points of interest in the paper, which was fully discussed by other members. Mr. Albert Mould (Reference Library, Birmingham) read a paper based on the pamphlet by the late Mr. J. D. Mullins on "Free Libraries and Newsrooms," which was published about thirty years ago, and taking this as a landmark, traced the many developments of library organization and working during the thirty years. This also was fully discussed, more particularly the portion dealing with recent attacks on the newsroom as a part of Public Library institutions. The general trend of the discussion upheld the importance of the newsroom as a necessary adjunct to the Public Library, more particularly as affording readers a broader view of questions of the day than they would be able to obtain if left to them-

selves to provide their own newspapers. There were present representatives of most of the Public Libraries of the district.

#### YORKSHIRE BRANCH OF THE L.A.A.

A MEETING of the Yorkshire Branch of the Library Assistants' Association took place on April 29th at the Dewsbury Free Library, Mr. G. W. Strother presiding. Mr. J. B. Ellison (Leeds) read a paper on "Reading Lists." He advocated two kinds of lists, viz., technical and general. It was painful how few of the technical lists found their way into the technical schools or learned societies. No effort should be spared in bringing lists of books bearing upon the various trades into the hands of the artisan. The general list would present far greater difficulties in the choice of subject. It was more important that those lists should be topical. The ordinary rules of catalogue annotation applied equally to the annotation of reading lists. He advocated the issue of special reading lists of fiction. Mr. F. J. Taylor, of Barnsley, read a paper on "The Juvenile Department." "Books of the goody-goody nature," he said, "should be avoided, and also 'cribs.'"



### CORRESPONDENCE.

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#### SUBJECT INDEXES.

*To the Editor of THE LIBRARY WORLD.*

SIR,—I have to thank Messrs. the Wilson Company for their courteous criticism of my article on "Subject Hunting," and humbly plead guilty to the sins of omission therein committed. These are not so serious as would appear. By a printer's error or a slip of my own the dates (1890-1902) were not placed against the *Review of Reviews Index* (annual). In respect of the *Review of Reviews* (monthly) your correspondents have misquoted; the entry does not refer to the defunct *Index* but to the magazine itself, which is, of course, by its nature a guide to current periodicals. The other errors on the list I had already noted, it having been my intention to correct them on the proof, but through some misunderstanding I did not receive one. An amended list is appended.

On the general position, however, as to the utility of subject indices in reference work, I do not submit to the publishers of the *Reader's Guide*, but hold by my previous dicta. To many library authorities in England (it may not be so in America) \$6 or 31s. a year is an item to be considered, and to spend it on such a luxury as an index of periodicals could not be for a moment thought of. The expendi-

ture would hardly be warranted in many provincial libraries of fair size, since really elusive topics are sought so seldom, once a week being a fair average. This means that every consultation costs about 8d. ! Such a library furnished with a complete (or full) index up to a recent date, with the *Review of Reviews* as an aid to later volumes and numbers, is, in my opinion, adequately served. These observations mainly apply to libraries supplied with the usual reference books ; those which have to rely for reference work almost entirely upon volumes of magazines must needs possess a key to their contents, and to them 30s. a year may be money well spent.

There is one other point whereon my experience has given me "decided opinions," *i.e.* the advisability of consulting the index of the periodical itself in preference to the use of a general index to periodicals. Two reasons may be advanced. In journals exclusively devoted to one class of information, termed for convenience "class periodicals," the indicer pays equal attention to the minor branches of his subject as to the larger, and a reference to even a very minute sub-division will be given an entry. Information on any given topic is therefore readily found, and although it may be necessary to search several volumes, *one* glance at the index in each case will suffice. The ways of those who have the care of general indices is widely different, minor topics being set forth or buried under general headings in a seemingly capricious manner, whilst the addition of cross-references is governed by very elastic laws. To give illustrations of this would be tedious, although a random examination of a volume to hand has given me ample material. This fact means that to be quite certain that a particular volume contains no reference on the point sought, the assistant must make his examination under several headings, occasionally having to wade through a column or more of entries ; and since he may yet have to search several volumes before his labour fructifies he will save his patience by adopting the course I suggest. The other reason is that owing to the diffuse character of the titles of many magazine articles, it is often difficult to select from the numerous entries the article most likely to serve the purpose of the enquirer. The process of looking up the periodical itself is, however, limited to instances where the nature of the subject is very definitely known and a corresponding class periodical is available.

Yours faithfully,  
ARTHUR J. HAWKES,

*Bournemouth, 2nd April, 1908.*

AMENDED LIST OF INDEXES TO PERIODICAL LITERATURE.—Poole Index (3rd ed., 1881, Kegan Paul). Poole Supplements (1887, 1892, 1896 and 1902, Kegan Paul). Cotgreave's Contents—Subject Index (1900, Elliot Stock). Fletcher's Annual Library Index, *Review of Reviews* Index to periodicals (annually, 1890-1902). Reader's guide to periodical literature (cumulated monthly, Wilson Co., Minneapolis). Index to technical periodicals (bi-monthly, Archibalds Constable). *Review of Reviews* (monthly). *Times* Index (monthly, *Times* office). Also Bailey's (now dead) and Palmer's Index to the *Times* (monthly). In addition to the foregoing, there are several indexes to exclusive classes of literature.

## LIBRARY ECONOMICS.

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**37. Terms and Phrases used in Library Work.**  
(Continued.)

**Epigraph.** A sentence or quotation at the commencement of the chapters of a book to indicate the sentiment or idea.

**Epistolaria.** A liturgical book containing the Epistles.

**Epitome.** An abridgment or summary of a book or writing.

**Ergänzt.** (*Ger.*) Completed.

**Erratum** (*pl., ta*). Mistakes discovered after the book is printed. The list of errata is usually printed on a small slip and inserted in the book by the binder.

**Erzählung.** (*Ger.*) Report or narrative.

**Esemplare.** (*It.*) Copy.

**Etching.** An impression or print marked by a great freedom of line taken from a copper or steel plate, which is etched or engraved by hand by graver and acid.

**Et seq., et sequentia.** (*Lat.*) And the following.

**Evaluation.** The estimate of the worth of a book on the subject with which it deals.

**Excerpt** (*pl., a*). Extract, extracts.

**Exemplar.** (*Ger.*) Copy.

**Ex-libris.** See Book plates.

**Expansive Classification.** The name of the classification system devised by Mr. C. A. Cutter. "It consists of seven tables of classification of progressive fulness, designed to meet the needs of a library at its successive stages of growth."

**Exploit.** (*Lat.*) Equivalent to "the end," but properly meaning "unrolled" (*explicitus*), the end of the roll having been reached.

**Expurgated editions.** "Reprints" of books in which it has been decided by contemporary editors or publishers to leave out those parts deemed indecent or otherwise objectionable judged from the conventional standpoint at time of re-issue.

**Extension work.** The practice of libraries co-operating with universities. This usually consists in university extension lectures being given in the libraries, and the preparation of reading lists by the libraries on the subjects of the lectures.

**Extra.** In binding, a trade term for the best work. Applicable to any book well "forwarded," lined with inarbled or other special paper, silk headbands, and gilt with a narrow roll round the sides and inside the "squares,"



**Extra-illustrated.** Applied to books containing drawings, coloured sketches, plates from other works, etc., in addition to its original illustrations.

**Extra tickets.** *See* Students' tickets.

**Fac.** Small wooden or metal blocks, with emblematical figures carved thereon; have a hole in the centre to admit a capital letter. Ornamental initial letters at commencement of chapters are produced by "facs."

**Facetiae.** In bibliography, applied to coarsely witty books collectively.

**Facsimile.** An exact reproduction or copy of anything.

**Fecit.** (*Lat.*) Made (it).

**Feuilleton.** (*Fr.*) The part of a newspaper that is devoted to light literature, serial stories, or criticisms; usually at the foot of a page, and separated from the general news by a dividing line.

**Figures sur bois.** (*Fr.*) Woodcuts.

**Finding list.** A very brief catalogue or list of books in a library, omitting bibliographical details.

**Fines.** A charge imposed by a library, usually 1d. per week or part of a week, for books kept beyond the allotted time for return.

**Finis.** (*Lat.*) The end, conclusion.

**Finishing.** In binding, comprises lettering, tooling, polishing, etc.

**First word entry.** *See* Title entry.

**Fixed location.** The marking of a book by shelf and other marks so as its position on the shelf should be always the same.

**Fly-title.** *See* Half-title.

**Folgende.** (*Ger.*) Following.

**Foliated.** A term used to describe the marking of every leaf—not page—of a manuscript book with a consecutive number.

**Folio.** *See* Sizes of books.

**Foolscap folio, etc.** *See* Sizes of books.

**Fore-edge.** The front edge of the leaves of a book.

**Forename.** A name that precedes the family name or surname.

**Format.** (*Fr.*) The term for the size, shape, etc., of a book.

**Form entry.** "Registry of a book under the name of the kind of literature to which the book belongs."

**Forrell.** Rough skins anciently used for bookbinding purposes.

**Fortsetzung folgt.** (*Ger.*) To be continued.

**Fount.** The complete set of type constituting any particular class of type.

**Foxed.** In second-hand booksellers' catalogues books are sometimes described as "foxed." This means that the volumes have got damp stains or spots on them.

**Franzband.** (*Ger.*) Calf binding.

**Frau.** (*Ger.*) Wife, woman.

**Free library.** *See* Public Library.

**Freie Bibliothek** (*Ger.*) Free Library.

**French joint.** In "library" binding, formed by keeping boards about  $\frac{1}{4}$ " from back, splitting board and placing "slips" between, allowing greater play at hinge and permitting the use of a much thicker leather than usual.

**Frontispiece**; front. (contraction). A plate or illustration either facing or preceding the title-page.

**Full bound.** When the book is completely covered with leather it is termed full bound.

**Gebunden.** (*Ger.*) Bound.

**Gedruckt.** (*Ger.*) Printed.

**Geheftet.** (*Ger.*) Stitched.

**Gilt top.** Top edge of a book, cut solid and gilt; others trimmed only.

**Goldschnitt.** (*Ger.*) Gilt edges.

**Gothic type.**

### The Library Association.

**Grangerizing.** The practice of inserting engravings, portraits, etc., not issued with the book. Named after Granger's *Biographical History of England*, because that book was often used for this purpose.

**Graph.** A tray or slab of gelatinous compound to which is transferred any drawing or writing (done in Hectograph ink) of which only a limited number of reproductions on ordinary paper is required.

**Gravures.** (*Fr.*) Engravings.

**Grooves.** The projections formed on the sides of books, in backing, to admit of the boards lying even with the back when laced in.

**Guarantor.** The person who assumes responsibility and signs the application form for a non-ratepayer or other who desires to join the library.

**Guards.** The strips sewn into the sections, and upon which plates and maps are mounted in books.

**Guides, Shelf.** *See* Shelf guides.

**Half-binding.** When the leather covers the back and only part of the sides, a book is said to be half-bound (hf. bd.).

**Half-title.** The short title of a book preceding the general title-page. Sometimes called the bastard title.

**Half-tone.** One of the many photo-mechanical processes, especially applicable to reproductions of illustrations having in their "composition gradations of tone in the form of flat tints"—wash drawings and photographs for example.

**Handbuch.** (*Ger.*) Handbook, manual.

**Head and tail.** Top and bottom of a book.

**Headband.** "The silk or cotton ornament worked at the head and tail of a volume, as a finish, and to make the back even with the boards."

**Heading.** The word or words under which a book is entered in the catalogue; usually the name of the author, of the subject, etc.

**Heft, -e.** (*Ger.*) Part, parts.

**Heliotype.** *See* Collotype.

**Herausgegeben.** (*Ger.*) Edited.

**Holograph.** A document or manuscript wholly in the author's handwriting.

**Holzschnitt.** (*Ger.*) Woodcut

**Hornbook.** An early form of child's primer, consisting of a thin board of oak, a slip of paper containing the alphabet, Lord's Prayer, etc., which was protected by a thin layer of horn.

**Hundred rolls,** of A.D. 1274. Public records of great importance for local history, containing an inquisition into the state of every hundred (a division of a county) and answers, on oath, to questions relating to the public exchequer.

**Ib., ibid.** (*Lat.*, *Ibidem.*) In the same place.

**Idem.** (*Lat.*) The same.

**I.e.** (*Lat.*, *Id est.*) That is.

**Illuminated books.** "Mere pictures or pretty ornamental letters in sweet colours and elegant drawing do not constitute illumination, though they do form essential contributions towards it. . . *Perfect illumination must contain both colours and metals* (gold or silver). To this extent it is in perfect unison with the other mediæval art of heraldry."

**Illuminator.** In the twelfth century the word was first applied to one who practised the art of book decoration. It meant one who "lighted up" the page of the book with bright colours and burnished gold.

**Illustrations.** Pictorial matter, plates, etc., supposed to elucidate the text of a book.

**Imperial octavo,** etc. *See* Sizes of books.

**Impression.** A number of copies of a book printed at one time. "When a book is reprinted without change it should be called a new impression."

**Imprimatur.** The license to print books sometimes seen on old works, showing that the licenser or censor of the press had authorized the book to be printed.

**Imprimerie.** (*Fr.*) Printing; printing-office.

**Imprint** (Printer's). Under Act of Parliament, the name of printer and place of printing requires to be shown. This imprint is usually found at end of a book, and sometimes on back of title-page as well; in pamphlets, etc., at foot of last page.

**Imprint** (Publisher's). Name, place of publication and date, usually printed at the foot of title-page.

**Incunabula**. Term applied to the first books printed from movable types prior to 1500. *Lat.*, swaddling clothes or cradle books.

**Inout notes**. Side notes which are let into the text instead of the margin.

**Indent**. To place a line of type a little way in, as in the beginning of a fresh paragraph.

**Index**. A list (alphabetical, classified, or both combined) which serves to make known the contents (general or particular) of a book or series of books; denoting rather than describing, but clearly indicating pages, sections, chapters, or volume in which subject of entry may be found.

**Indexing, co-operative**. The indexing of the contents of a large number of journals and magazines, for a given period of time, by various persons.

**Index of matters**. A term used by Panizzi for what is known as a "subject index."

**India paper**. A thin, yellowish, absorbent printing paper, made from vegetable fibre, and used in taking the finest proofs from engraved plates and for books required to go in small compass.

**India proofs**. Strictly first proofs only of a print pulled on "India paper," but used indiscriminately for all illustrations printed on India paper.

**Indicator**. A general term applied to many devices common to the lending departments of "closed" libraries whereby the call numbers or titles of books are exhibited in frames close to counter; and by the use of tabs, pegs, coloured ticket-carriers, etc., changed by an assistant at the time of issue or return of a book, indicates automatically to a borrower whether the book he seeks is "in" or "out."

**Indicator key**. A brief author and title list, usually confined to fiction, and arranged in order according to the indicator. This saves a reader's time, as he can look at the indicator and see what numbers there are marked "in" and compare with the key.

**Inedita**. Unpublished works.

**Information desk**. A desk or counter set apart in a library, where readers may find one of the staff ready to assist them in their search for information.

**Infra**. (*Lat.*) Below.

**Inhalt**. (*Ger.*) Contents.

**Inhaltsverzeichnis.** (*Ger.*) Table of contents ; index.

**Inlaying** or Onlaying. In binding, is adding a different leather from that of the cover as decoration.

**Inside margins.** The border made by the turn-in of the leather on the inside face of the boards.

**Inter-branch library loans.** An arrangement in a Public Library branch system whereby a borrower at one library may have books brought from another branch to the one most convenient to him.

**Intonso.** (*It.*) Uncut.

**Introduction.** The preliminary statement made by an author in explanation of the subject or design of his writing ; also applied to an elementary treatise in any branch of study.

**Inventory of stock.** List of miscellaneous property, stationery, stores, etc., sometimes recorded in an indexed book ruled to show date of receipt, vendor, price, quantity, etc. A more modern system is to use a stock card for each item, thereby permitting of indefinite intercalation and yet permitting easy consultation.

**Inversion of title.** In cataloguing or indexing, the turning about of a title to bring a particular word or words to the front, as better conveying its subject : *History of London—London, History of.*

**Issue.** The statement of the number of volumes issued in a library, daily, weekly, monthly, yearly, etc., and entered in a book called the "issue book."

**Italic.** Originally called Aldine. First volume printed in this character had the capitals with their stems upright like those of the current round-hand, and came from the press of Aldus Pius Manutius, in 1501.

**Jahrbuch.** (*Ger.*) Year-book.

**Jährlich.** (*Ger.*) Yearly, annual.

**Joint author.** A person who collaborates with another or more in composing a book, the portion written by each not always being stated.

**Juvenile library,** or room. A library or reading room set apart for young people, and usually open for a few hours in the evening or after school hours, and longer on Saturday.

**Kapitel.** (*Ger.*) Chapter.

**Karte.** (*Ger.*) Map, chart.

**Kettle-stitch.** "The chain-stitch which the sewer makes at the head and tail of a book. A corruption of either chain-stitch or catch-up stitch."

**Kirchenbibliothek.** (*Ger.*) Church library.

**Königliche Bibliothek.** (*Ger.*) Royal Library.

**Koninklijke Bibliotheek.** (*Dutch.*) Royal Library.

**Kupfertafel.** (*Ger.*) Copper-plate.

**L.A.** See Library Association.

**L.A.A.** See Library Assistants' Association.

**Lacing-in.** In bookbinding, the operation of lacing the "slips" through the holes in the boards to attach them.

**Large paper.** Books printed on larger paper than the ordinary edition are called large paper copies, or l.p.

**Latest additions.** See Additions, List of.

**Law calf.** Term for "white" calf in which law books are usually bound.

**Ledger charging.** The use of ledgers or day-books in charging instead of slip or card methods.

**Legato, Legatura.** (*It.*) Bound, binding.

**Leitfaden.** (*Ger.*) Text-book.

**Lending library.** The department of the Public Library in which the books are issued for home reading.

**Lesesaal.** (*Ger.*) Reading room.

**Lettered proofs.** Prints or engravings bearing the title of the subject, name of painter (or designer, if not after a painting) and engraver, publisher and date of publication; lettering usually done in open print letters. Lettered proofs on "India" paper are of greater value than are "lettered proofs on plain paper."

**Letterpress.** Printed matter from type distinguishing it from lithographic, etc., printing.

**Lettres historiées.** The generic term adopted by French writers to denote the large initial letters used to decorate illuminated manuscripts in the Middle Ages.

**Liber.** (*Lat.*) Book.

**Libraire.** (*Fr.*) Library.

**Librarian.** One who has the charge of the library (books, property, control of staff, etc.) and is responsible to the committee for the proper administration of the library.

**Librarii.** A class of secular professional writers employed by the religious houses in the mediæval time in the copying of service and other books.

**Library.** A collection of books kept for reading, consultation, study, recreation, etc.; an edifice, building, place, room or rooms containing a collection of books. From the Latin word *Liber*, a book.

**Library Assistants' Association.** Founded in 1895 for furthering the interests of library assistants. The meetings, papers read, etc., are reported in its monthly journal, the *Library Assistant*.

**Library Association.** Founded in 1877 and incorporated by Royal charter in 1898. Its objects are to unite all persons engaged or interested in library work. The reports of the meetings held and papers read are given in the official journal, the *Library Association Record*.

**Library edition.** "A vague term indicating the original issues of books in a larger and more substantial form than subsequent reprints."

**Lieferung.** (*Ger.*) Part or number of a book.

**Limited edition.** Where a smaller number than usual of a book is printed, the number of each copy being inserted in ink at foot of a printed certificate stating that (so many) "copies of this work have been printed, of which this is No...."

**Line process.** A method of photo-reproduction used in making zinc blocks of line drawings, chiefly in press advertising or newspaper illustration.

**Lining papers.** Another name for end-papers.

**Linotype.** A type-setting machine which, by the manipulation of a keyboard, casts a line of type. Chiefly used in straightforward work, such as newspaper printing.

**Lithograph.** An impression taken from a specially prepared stone slab, upon which the drawing, writing, or printing has been made or transferred with lithographic ink.

**Litterarische Gesellschaft.** (*Ger.*) Literary society.

**Livraison.** (*Fr.*) Part.

**Livre.** (*Fr.*) Book.

**Loan system.** See Charging system.

**Location.** The shelf or press number where a book is shelved.

**Location book.** A book ruled to contain columns for brief title and accessions number of each book in the library, and against which is entered the shelf or press number where the book is shelved.

**Long Primer.** The name of a type :  
This line of type is Long Primer.

**Lower-case letters.** Small letters, not capitals.

**L.S.** Loco Sigilli. (*Lat.*) The place of the seal.

**Lustspiel.** (*Ger.*) Comedy.

**Magazine, Library.** Periodical issued by the library in which are given lists of the new books added, and other information about the library. Sometimes called Bulletins in the United States.

**Main class.** The main class in a classification scheme is the broad heading under which a book can be classified. Each main class being divided into sub-classes or divisions, and these again being divided into lesser divisions.

**Main entry.** The principal or full entry of a book in a catalogue.

**Manual.** A handbook ; a compendium containing the essentials of a subject.

**Manuscript.** (Often written MS., in plural MSS.) is derived directly from the Latin *codices manuscripti* (books written by hand).

**Map.** A representation, usually a plane projection, of any region or expanse; a chart.

**Marginalla.** MS. notes written in the margins of books.

**Medium folio,** etc. *See* Sizes of books.

**Mezza legatura.** (*It.*) Half binding.

**Mezzotint.** Applied to an engraving taken from a plate, the ground of which is "burred" by mechanical means, thereby producing a rich full black effect in the print.

**Minion.** Name of a type:

*This line of type is Minion.*

**Monochrome.** Paintings in tints of one colour—sepia drawings are good examples.

**Monograph.** A book devoted to one subject.

**Monotype.** A type setting machine which casts separate types, and assembles and justifies them automatically in successive lines.

**Movable location.** "The position of books in a library when arranged by their subjects rather than by a fixed shelf number, the relative position of the classes remaining the same, while the actual location of the books in the library is movable."

**Musée.** (*Fr.*) Museum.

**Nachschlagebuch.** (*Ger.*) Reference book.

**N.D.** No date of publication stated.

**Neubearbeitete Auflage.** (*Ger.*) Newly revised edition.

**Neue Folge.** (*Ger.*) New series.

**Newspaper stand.** Stands or slopes used for the display of newspapers. In some libraries these are placed at right angles to the walls, or distributed over the floor of the newsroom, or against the walls.

**Newsroom.** The room in the library where the current newspapers are on view, but usually periodicals, directories, etc., are also placed or shelved in the newsroom.

**N.I.** No imprint stated on book.

**Nom de plume,** or **Nom de guerre.** Pseudonym or pen-name.

**Non-fiction tickets.** *See* Students' tickets.

**Nonpareil.** The name of a type:

*This line of type is Nonpareil.*

**Notation.** The figures, letters, numbers, or combination of letters and figures used to designate the shelf, book, or class number of the books in a library to facilitate their finding and replacing.

**Obiit.** (*Lat.*) Died.

**Oblong octavo,** etc. *See* Sizes of books.

**Octavo.** *See* Sizes of books.

**Octodecimo.** *See* Sizes of books.



**Öffentliche Bibliothek.** (*Ger.*) Public Library.

**Off-set.** The set-off of ink from one sheet on to another, caused either by insufficient drying or bad inking.

**Old English type:**

*This line of type is Old English.*

**Omission marks.** *See* Elision marks.

**One-sheet on.** A technical term familiarly used by bookbinders to describe the method of sewing sheets (usually on cards or tapes) when the thread goes "all along," or from kettle-stitch to kettle-stitch, inside the fold of the sheet.

**O.P.** *See* Out of print.

**Open access.** The system of allowing readers in a library direct, free, or open access to the shelves, thus enabling them to handle books before selecting them. Safe-guarded open access is the system whereby borrowers or readers before entering to choose books must show their ticket, or sign their name, etc., in a book provided for the purpose and in which close classification and other safe-guards are employed.

**Open shelves.** *See* Open access.

**Opus, Opera.** (*Lat.*) Work. Used chiefly for numbering the works of musical composers, Op. 3, Op. 16, etc.

**Out of print.** The term used by booksellers meaning that the edition of a certain book is sold out, and that the publisher has no more copies on hand for sale.

**Overcasting.** An operation in sewing a book when the book consists of separate leaves or plates.

**Overdues.** When a book has been retained by a borrower longer than the specified time, it becomes "overdue," and a fine is usually charged. This term is also applied to periodicals when not delivered immediately on publication by the newsagent.

**Page catalogue.** A page catalogue may be made in an ordinary manuscript book and the entries made in some alphabetical order, or the catalogue slips may be written or printed and pasted in guard books in alphabetical or classified order.

**Page-reference.** In bibliographies, the number of page on which the article, etc., indexed is to be found in a particular volume or volumes.

**Pagination.** The numbering consecutively of the pages of a book.

**Painted edges.** Fore-edge of a book is fanned out, tied between boards, and landscape or other scene appropriate to the subject of the book painted on in transparent water-colour tints.

**Palæography.** The science of studying and deciphering ancient manuscripts and documents.

**Palimpsest.** "A manuscript which has been imperfectly obliterated from the vellum or other material on which it was written, so as to appear faintly under the new writing which has been imposed upon it. Many of these twice-written MSS. have been deciphered and found to be valuable."

**Pamphlet.** A small book, usually on some topic of current interest.

**Panel.** Term used in bookbinding to denote the space between the bands on the back of a book.

**Panoramic catalogue.** A method devised for showing catalogue entries on the endless chain principle.

**Papyrus.** Paper made by the ancients from papyrus plant found in Egypt.

**Parchment.** Often referred to incorrectly as "vellum"; a writing material produced from sheepskins, and anciently used for school and college treatises, or legal documents.

**Patent rolls** [*rotuli patentes*]. Records of all grants of land and honours, pensions, etc., given by the King to individuals or corporate bodies.

**Periodical rack.** A stand placed against the wall for the display of periodicals, etc.

**Petty cash book.** A book in which are entered all the petty or small outlays connected with the library, the amounts being too small to go as accounts to be passed by the committee for payment.

**Photo-engraving.** The production of engraved plates by means of photo-mechanical processes. *See also* Half tone, and Line process.

**Photogravure.** Reproductions of paintings, etc., in monochrome by means of intaglio plates of copper (afterwards faced with steel).

**Pica.** The name of a type :

This line of type is Pica.

**Pinx.**, pinxit. (*Lat.*) Painted (it).

**Pipe rolls.** A series of public documents containing the details of the revenues of the Crown, according to counties from every source, together with public expenditure.

**Placard catalogue.** A manuscript, typewritten or printed list of books on a large sheet or sheets, framed and hung on the wall for consultation.

**Plan.** Originally the representation of anything drawn on a plane, as a map or chart; applied generally to drawings showing parts in their proportion as well as relation.

**Planches.** (*Fr.*) Plates.

**Plate.** An illustration printed from a plate, a term often incorrectly applied to wood engravings; usually any full-page illustration printed on different paper to the book is called a "plate," the verso being blank.

**Plate-paper.** A heavy, spongy paper, manufactured expressly for printing from engraved plates.

**Polytopical.** A book treating on several subjects.

**Posse.** (*Ger.*) Farce.

**Post octavo**, etc. *See* Sizes of books.

**Pot**, (or pott) octavo. *See* Sizes of books.

**Prachtausgabe.** (*Ger.*) Edition de luxe.

**Preface.** A brief explanation or address to the reader at the beginning of a book or publication and separate from the body of the work.

**Preliminary.** The matter coming before the text of a book.

**Press mark.** The letter or number in the catalogue or on the label, etc., of a book indicating its press number or location.

**Printer.** The person or firm who prints a book, as distinguished from the publisher who issues the book for sale to the bookseller. Sometimes printer and publisher may be the same individual.

**Printers' "copy."** *See* Copy.

**Printers' mark.** A device used by some printers in order to distinguish their work.

**Prints.** *See* Engravings.

**Prints on "India" paper.** Distinguished from "lettered proofs" by a line which is drawn through each letter of the inscription before being printed; sometimes bear a dedication line. The next state of an engraving is the ordinary print on plain paper.

**Privately printed.** Books issued from a private press, or not for sale.

**Process block.** *See* Half tone.

**Proof.** The trial print of MSS., plates, etc. Sometimes termed pulls.

"**Proofs** before letters on India paper," and "Proofs before letters on plain paper." Prints or engravings bearing the painter's name in left-hand corner and the engraver's in the right, and the publication line in the centre.

**Proprietary library.** A library owned by a number of shareholders.

**Pseudonym.** An assumed name used by an author.

**Public Libraries Acts.** *See* Acts, Library.

**Public Library.** A library to which the public have a right of free access.

**Publisher.** *See* Printer.

**Pulls.** *See* Proof.

WM. MCGILL, *Islington*, and

WM. J. PHILLIPS, *Glasgow*.

(*To be continued.*)

## EDITORIAL.

### PROFESSIONAL REGISTRATION.

o o o

ONE of the subjects which will probably come up for discussion at the Brighton meeting of the Library Association is that of instituting a Register of qualified librarians. This has already been talked about in various connections, and has now become an inevitable topic for discussion at meetings of branch associations owing to Messrs. Jast and Sayers having imitated the peripatetic method adopted by Mr. G. T. Shaw for securing a larger hearing for his scheme of improvement. A brief examination of the whole situation may not come amiss at this particular juncture, as most librarians have only a hazy idea of what is meant by the registration of Messrs. Jast and Sayers, and that proposed by the promoters of the Institute of Librarians; and wherein both proposals differ from the legal and effective registration secured to other professional bodies by statute or otherwise.

The proposal of the Institute supporters is to found a purely professional body, whose energies would be devoted to watching the interests of librarians only, and in this way it would become a kind of trade union which, if recognized, might quite logically and fairly claim to have custody of any professional register which may be established. The reason why it is conceded that any such claim would be logical and consistent, is because a more hybrid body like the Library Association would represent the interests of employers as well as employed, and so would prove a less suitable body to decide qualifications and keep a purely professional register. This is a practical difficulty which would become more pronounced as time went on, and it is more than likely that the clash of interests certain to result from the adoption of the Jast-Sayers scheme would sooner or later lead to the disruption of the Library Association.

The plan propounded by Messrs. Jast and Sayers is really not effective registration at all, but a species of re-classification of membership designed to separate librarians from non-librarians, by the establishment of a series of categories which shall enable the possessors of different qualifications to be brought into the fold. This scheme would be perfectly in order under the charter and by-laws of the L.A., because classification is provided for in the constitution, but it might be pointed out that the proposed distinction for librarian fellows is already met in the existing by-laws by clauses 2 and 3. If at the present moment anyone covets the right to put F.L.A. after his name, all that is necessary is for the aspirant to lodge a nomination form for fellowship signed by two fellows or members, and if approved in the

usual way by the Council and a monthly or other meeting, he becomes a full-fledged F.L.A. on payment of an entrance fee of one guinea. There is thus no need for this part of the Jast-Sayers proposal. To many minds, the weak part of the Jast-Sayers scheme is the requirement that all registered librarians must become annual subscribing members of the Library Association; that is to say, in addition to paying a registration fee of one or two guineas, a further annual payment of one guinea shall be necessary. Perhaps the reason for this requirement is an intense regard for the interests of the Library Association, which might be able to enrol some of the 113 librarians who at present do not pay a personal subscription to that body. Out of about 607 members of the Library Association only about one-third (206 to be exact) are subscribing librarians, the majority of whom would be qualified under one or other of the Jast-Sayers categories for membership. Those who do not pay direct subscriptions would have to be *roped in*; while those who pay direct subscriptions, but are ineligible for registration because they are not librarians, would have to be *roped out*. As there are 248 of these gentlemen, who at present represent a clear majority of direct subscribers, it is rather difficult to realize how they are to be kept from controlling the organization towards which they pay the lion's share. In any scheme for re-classification, provision would have to be made on the Council for the due recognition of this class of member, and we should have the spectacle of a very mixed body of employers and *employés* attempting to adjust professional and other differences. Already, as most members of the Library Association know, a cry has gone up for a greater representation of non-librarian members of council, and the justice of this will be recognized when it is found that only two out of forty-four members of the present Council are non-librarians. This is preposterous on the face of it, and of course it follows naturally that when re-classification *à la* Jast-Sayers takes place, a proportional representation would have to be allowed. When this is done, the inevitable conflict between professionalism and non-professionalism would break out, and the municipal library element which at present dominates the Library Association would find itself in an extremely awkward position. It is not necessary to pursue this aspect of the question much further, because all thoughtful readers must see the possibilities of disaster which lurk in the unnecessary fusion of opposing elements. The practical question is this. Is it worth risking the present amicable and satisfactory arrangement, for the sake of embarking on an experiment for which librarianship is not sufficiently ripe, long-established or strong?

Coming to the general question of effective registration, it may at once be said that none of the proposals so far expounded would be of the slightest avail in securing any kind of professional protection. To be effective, professional registration must originate by statute, or possess the same legal recognition which attaches to official registers like the Army List, Navy List, etc. Again, it has not been clearly and generally seen that librarians are on an entirely different footing from solicitors, doctors, dentists, chemists, veterinary surgeons, seamen, cow-

keepers, lodging-house keepers, milk retailers, patent agents, plumbers, and others who are required to register under different statutes. The whole of these trades or professions are carried on by individuals *on their own*, if such a vulgar but plain expression may be allowed. Practically every librarian is an *employé*, responsible to some properly constituted public body, and the fact that he has been selected by such a body at once establishes professional registration of the most effective kind. Even the most thick-headed committeeman would admit that the librarians of Glasgow, Cardiff, Newcastle, Croydon, Lambeth or Gravesend were much better certified as regards the possession of professional attainments than John Jones, F.L.A.; Peter Wilkins, F.L.A.; or Angus Macdonald, A.L.A., whose chief and only qualification might be the mystic letters following the surnames. It would be simple to prove that there are members of the Library Association who would become F.L.A.'s under the Jast-Sayers scheme, who are not men whom a responsible public association should certify. The important fact has also been ignored that unless municipal and other authorities are required by statute to appoint only those officers who are on the register of the Library Association, the whole proceeding becomes a pretentious farce.

The only reasons which have been advanced in favour of registration or rather re-classification, are the following, which are arranged in the order of the importance attached to them:—

- a. Librarians would be able to write F.L.A. or A.L.A. after their names.
- b. In after years the register would be an effective buckler against professional incompetency and untrained competition.
- c. In time, professional qualifications and status would be improved.

Not one of these claims, save the first, can ever be realized without statutory interference. It is impossible to check untrained competition for library appointments without some kind of legal compulsion, and this vague general assumption of benefit in the sweet by-and-by must be dismissed as one of the arguments which has no sound basis. As regards the third claim, time and the spread of professional education will accomplish everything required without the aid of any kind of artificial registration.

It remains to be considered what may be the possible effect on librarianship and the future of the Library Association if the Jast-Sayers proposals are adopted. If the Library Associations are keepers of a professional register, on which only the names of its own librarian-members will appear, of what value will it be when so many well-known and efficient librarians who are not members will not be registered? If a librarian-member of the L.A. is once registered, will his name be struck off the register if he resigns? If not, will there not be a very grave danger of many members resigning from the L.A. when they have secured their F.L.A.? These are very important questions which will affect the well-being of the Library Association in many ways, and

it is important that they should be carefully digested before any drastic change is introduced. If the proposed register is not to be confined to actual members of the L.A., but extended to every qualified person who likes to apply, here again will arise a danger to that association by the failure of librarians to join the L.A. after they have been registered. Again the L.A. must be prepared to face the danger of a large number of librarians and others resigning their membership if this registration scheme is adopted. It must not be forgotten that in the ranks of the L.A. are men who would consider it a distinction not to belong to that body if it set up an ineffective and bogus register of its own members. There is no doubt that such resignations will occur, and among them will be members whose absence from a professional register will render that record not only incomplete, but utterly ridiculous.

These, then, are some considerations worth careful cogitation, and every librarian who belongs to the Library Association, and has the interests of his profession at heart, should weigh them well before committing himself to what may ultimately result in a disastrous setback to the whole library movement.



## THE SALARIES OF LIBRARIANS.

o o o

A NUMBER of press cuttings have been received relating to the salary of the sub-librarian of the Aberdeen Public Library, which has been under discussion by the Library Committee. More than a column is devoted to this topic in the *Aberdeen Free Press*, and as the sum involved was £10, it will be seen how anxiously this body of library managers are striving to safeguard the bawbees of the rate-payers. The salaries recently offered at Leeds and Sunderland for less important officers than a sub-librarian, seem princely in comparison to the sum which is deemed sufficient for the sub-librarian of a large and progressive city like Aberdeen. £70 is the amount, and the committee have declined to increase it to £80, although urged to do so by some members. It seems almost impossible to believe that a town with a library income of £34,557, an annual issue of 348,000 volumes, and a staff of twenty-eight, should give a responsible officer like a sub-librarian only a miserable pittance of £70, for services which must be worth at least double that amount. The only reason advanced for refusing the increase, apart from the usual cry about the occasion being inopportune, was the fact that the officer was only twenty-four, and "could afford to wait another year before getting an increase." The chairman of the Finance Sub-committee, who advanced this argument, also said "the young man was an admirable servant, and was doing splendid work." What then, in the name of business and common-sense, is there to prevent the Aberdeen Committee from recognizing this efficiency by paying their sub-librarian more in accordance with his deserts and the scale which rules elsewhere for this particular position?

The *Library World* is loath to criticise the independence of action of any public body, but really, this case is so bad, and the salary so ridiculously small and out of proportion to even a mean scale, that it is impossible to withhold such a comment as this, or to refrain from drawing the attention of the library profession to the case.



## HIDDEN TREASURE IN LIBRARIES.

o o o

A NUMBER of libraries in different parts of the country have recently been made to suffer through the craze for advertising competitions, which is the distinguishing feature of most of our modern scrap-journals. At Birmingham, Cardiff, Fulham, Dundee and nearly a dozen other towns, certain books on the open reference shelves were selected by agents of the periodical, and half of a £50 note was concealed in them. A series of clues was published in the paper, in the form of a story, and by means of this, hundreds of people were induced to raid the libraries. In some cases damage was done. Surely Public Libraries are sufficiently abused—by newspapers—without having this mischievous damage inflicted upon them by notoriety-hunting journals.



## THE MANCHESTER LIBRARY TOUR.

o o o

FROM the *Evening News* of Manchester, May 26th, we take the following interesting notes referring to the tour undertaken by Councillors Plummer and Abbott and Mr. C. W. Sutton in quest of ideas for the new central Manchester Reference Library. The deputation left on April 24th, and visited the libraries and art galleries in New York, Philadelphia, Boston, Chicago, Baltimore, Newark, Pittsburgh, Washington, Montreal, Toronto, and other smaller places, seeing altogether between thirty and forty institutions.

Councillor Abbott, when interviewed by a representative of the *Evening News*, said the tour had been most instructive, and had provided the deputation with material for a report which ought to make a large volume and be an absolutely unique production. Prior to the visit he was fairly well acquainted, through reading, with the methods adopted in dealing with libraries in America, but the experience had still been a great revelation to him of the capabilities of such institutions.

Their equipment was astounding, far surpassing anything we had in this country, and the uses to which they were put were also greatly in advance of anything we had here. The libraries were almost like



universities, with specially appointed custodians, who gave every assistance to students in advising them as to their reading.

In America, especially, they seemed to have a public much more intent on using libraries in an educational way than we had in England, and the officials of the library did far more to create and maintain public interest. For instance, some of them issued handy little booklets giving lists of the standard works on a variety of subjects, and by means of circulars and other literature distributed broadcast through the post practically everyone was made acquainted with the resources of the library and informed what books were at his command.

The libraries had consequently much greater support from the public. Their shelves were constantly receiving gifts of books, many of which represented the work of a lifetime devoted to their accumulation, with the result that in American libraries there could be found collections of works dealing with special subjects which often could not be equalled in English libraries.

One use to which libraries were largely put in America was their use as meeting places for literary, scientific, art societies, and other associations engaged in research and inquiry. Whilst those societies might have and often had their own rooms they held their meetings at the libraries, where they had the necessary works of reference and often the very tools required immediately at hand. Practically every library, too, had its auditorium or lecture hall, and some of these rooms were beautifully fitted up, each student being provided with a comfortable seat and a desk.

Mr. Abbott was especially struck with the fact that the libraries and art galleries were almost invariably in separate and distinct buildings, and quite unconnected in their work or management.



## LIBRARIES AND LIBRARIANS.

[*Special notes of general interest are invited for this department.*]

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**Darwen.**—Mr. Carnegie visited Darwen on May 27th, and performed the ceremony of opening a new Public Library, his own gift to the town, erected at a cost of ten thousand guineas. Darwen was one of the pioneers in library matters in this country, and was the first of the smaller authorities in this country to adopt the Libraries Act. The open access system has also been adopted, and borrowers are allowed to select their books from the shelves. The handsome building, erected on a somewhat difficult site, is in many respects the most imposing building in the town. It is well equipped, by the generosity of Mr. Carnegie, and in addition to commodious lending and reference libraries for adults and for children, there are reading-rooms for males and females, and a lecture theatre, now regarded as one of the essential adjuncts of a modern library. Mr. Carnegie was met at the railway station by the Mayor and members of the Corporation, and a procession

was formed to the library, where he was officially welcomed. The ceremony was performed by the Mayor, and Mr. Ralph Yates, the chairman of the Library Committee, then presented a silver souvenir key to Mr. Carnegie, who unlocked the door. Mr. Carnegie was then conducted through the library, and a large company of invited guests assembled in the lecture hall, where a special Council meeting was held. Upon the motion of Alderman Lightbown and Mr. Yates, the freedom of the borough was conferred upon Mr. Carnegie, and the scroll was presented to him in a beautiful silver-gilt casket.

**Dundee.**—Sir William Ogilvy Dalgleish, Dundee, has intimated to the Dundee Public Library Committee a donation of £3,000 towards the cost of providing a site for new central reading-room, the cost of the building of which has been provided by Mr. Andrew Carnegie under a scheme for a central reading-room and district libraries for the city of Dundee. Sir William, in his communication, stated objections to the proposal adopted by the committee for the construction of a central reading-room underground, and his gift is to aid in getting a site for a building above ground. A deputation is to proceed to meet Mr. Carnegie in London next week on his arrival from America to discuss with him the whole question of a central reading-room, as well as the erection of the fourth district library yet to be built.

**Eccles.**—The cost of Eccles Carnegie Library has exceeded Mr. Carnegie's gift of £7,500 by £1,200. Mr. Scott-Forbes, replying to Mr. Bethel and Mr. Evans, at the Council meeting, said the "open access" system had entailed an extra £447, not included in the estimate; the substitution of a granite base for terra-cotta added £203, and it had been necessary to go deeper for the foundations than was expected, at an extra cost of £254. He gave other items bringing up the amount to £1,200 extra.

**Hove.**—It is hoped to open the new Public Library some time in July. The Countess of Jersey is to undertake the opening ceremony.

**Kilmarnock.**—The Public Library Committee on May 19th discussed the question of opening the museum, reading-rooms and grounds of the Dick Institute on Sundays, and decided that the building and grounds should be open for six months from June 1st, by way of an experiment.

**Liverpool.**—Mr. Birrell, chief secretary for Ireland, was the principal speaker at the Philharmonic Hall, Liverpool, on May 22nd, when the 150th anniversary of the foundation of the Liverpool Library (Lyceum) was celebrated. He said that he came there that night in obedience to an overmastering impulse of affection for and gratitude towards the Liverpool Library Lyceum, an institution which had an unbroken existence of 150 years. It was not an ordinary library, nor was it a mere book club. It had been a genuine proprietary lending library for over 150 years, during which time it had accumulated books old and new. A great lending library was too big a thing to write about in a chapter, or even in a book. It was like the world—they found themselves in it accidentally, without any express wishes on their own part. They made its acquaintance very gradually; they hovered round its

shelves; they carried off to their own homes as many of its treasures as the library would allow, and they kept them as long as they dared. He was deeply involved in proposals to establish two new teaching universities in a neighbouring island, and his opinion was that amongst the things a university might very fairly be required to teach was the use of the library. In certain branches of learning, libraries were as essential as laboratories and museums in other branches. It was sometimes said, and it always made him quite sick, "What you want is a small, well-selected library." He demurred at once to that. Who was to select it? He had a deep-rooted suspicion of the well-selected library. He had known such. They were valuable things so long as they were supplemented by libraries on a larger scale. There was the Nonconformist Library, a very fine library indeed, containing many noble books of devotion, piety, moving pulpit oratory, and excellent divinity flavoured according to taste. There was also the good stiff Churchman's Library. Let the Churchman read his Calamy's Memorial, not scornfully or sniffingly, as if the Dissenter were a bad smell, but honestly, as a student and as a man who wanted to know what really happened, and let the Nonconformist read his Walker in the same spirit. He pleaded for a classified catalogue in subject as well as in name. Libraries, he was glad to say, stood now-a-days on a much higher platform than they did formerly. Even librarians were beginning, he believed, to be dissatisfied with their salaries. Surely this was another proof of the desire to organise labour. No library, to his mind, was really of much value unless they could take the books home.

**London: Hampstead.**—On May 19th, Mr. W. O. E. Mead-King, M.Inst.C.E., one of the inspectors of the Local Government Board, attended at the Town Hall, Haverstock Hill, to inquire into the application by the Hampstead Borough Council for sanction to borrow £1,500 for the extension of the Central Library in Finchley Road.

**London: St. Pancras.**—At a meeting of the St. Pancras Borough Council, a recommendation to ask Mr. Carnegie to agree to one-half of the £40,000 he promised for a Public Library in the borough being used for founding a Polytechnic Institute was referred to the Education Committee.

**Rowley.**—The arrangements for the erection of Public Libraries in the parish of Rowley have been completed by the District Council. It is proposed to erect a library upon land adjoining the Corngreaves Council School, which will serve the Cradley Heath and Old Hill Wards, whilst the site for the building to be provided for the Rowley and Blackheath Wards will be a portion of the playground adjoining the Council Schools, Ross, Blackheath. The library at Tividale will be erected in the Dudley Road, and this is the only site which has to be purchased. The Knowle and Springfield districts of the Rowley Ward to be served by a reading-room, but it will not be necessary to build one. Mr. Carnegie has given his consent to the scheme submitted by the District Council, and it is expected building operations will be commenced shortly. Mr. H. T. Hare, F.R.I.B.A., has been appointed assessor.

Mr. **Edward Brown**, librarian of Coventry, has retired on a superannuation of £100, with the title of consulting librarian, and his place is to be filled as soon as possible. Mr. Brown was appointed librarian of Coventry in 1868, so that he was one of the oldest municipal librarians in the country.

Mr. **John Ingram**, who has been sub-librarian of the Mitchell Library, Glasgow, since its opening in 1877, is about to retire on account of ill health. His many friends in the profession will give him their sympathy and best wishes for a speedy restoration to health. Mr. Ingram is a man who cultivates the literary as well as the practical side of librarianship, and several of his books, such as his editions of the Scottish peasant tales of the brothers Bethune, and the *Tin Trumpet* of Horace Smith, are fairly well known. Perhaps Mr. Ingram is as notable as anyone for the large share he took in the training of librarians who have reached good and prominent positions. The record is a somewhat remarkable one, and may be noted as an instance of the influence for good which a really sympathetic sub-librarian can exercise, under such a chief as Mr. F. T. Barrett. Among those who were directly influenced by Mr. Ingram, and who owe their training in library routine and *technique* to him, are the following :—

Thomas Mason, late librarian of St. Martin-in-the-Fields, London.

James Duff Brown, chief librarian, Islington.

Wm. Simpson, late librarian of Baillie's Institution.

E. A. H. Kay, „ „ „ „

D. H. Geddie, chief librarian, Grimsby.

W. J. S. Paterson, „ „ Stirling's Library.

H. Y. Simpson, „ „ Kilmarnock.

W. S. C. Rae, „ „ Fulham.

J. C. Ewing, „ „ Baillie's Institution.

Walter Hurst, secretary, Glasgow Faculty of Physicians.

R. Robertson, chief librarian, Elder Library, Govan.

Wm. McGill, West Branch librarian, Islington.



## RECENT PROFESSIONAL PUBLICATIONS.

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**Das Problem der Bücher- und Lesehallen.** Von Dr. H. E. Greve. Aus dem Holländischen übersetzt von Anna J. Jungmann, mit einer einföhrung von Dr. Const. Nörrenberg. Leipzig: Maas van Suchtelen, 1908. 8°, pp. xvi. + 426. *III.* Price 5.50 marks; bound 6.50 marks. Say 6s. 6d.

This German translation of Dr. Greve's work on library and reading room problems will be welcome to those who are unable to use the Dutch original of 1906. Dr. Greve is the well-known librarian of the Library at the Hague, and he has based his work largely on the writings of other librarians, more particularly American, English and German authors. In method, the book resembles Graesel rather than Brown, and in some respects is rather unsatisfactory owing to the needless use and citations of out-of-date authorities. This naturally leads to the undue recognition of all kinds of obsolete methods and opinions, which might just as well remain in the genteel shades of a restful oblivion. Apart from this, and the fact that the present edition has not been sufficiently revised with reference to the most recent authorities, the book is a useful and suggestive one, full of good matter and written in a more engaging style than the ponderous Graesel. Most of the problems in book selection, classification, cataloguing, rules and methods which attract the attention of librarians the world over, are dealt with, and the solutions given are those of other librarians rather than Dr. Greve's own. The book is therefore a valuable quarry for points in library practice, and can be recommended as a worthy appendix to Graesel, Maire, Brown and Dana.

**La Bibliothèque Publique.** Revue bimestrielle pour l'amélioration et le développement des bibliothèques publiques. Brussels: Au Siège de "Biblion," 1908. Price 5 francs per annum in Britain.

The first number of this interesting new Belgian library periodical may be taken as further proof of the extraordinary awakening in library matters which is being witnessed all over Europe. The sponsors for this new venture include Messrs. H. La Fontaine and Paul Otlet, of the International Institute of Bibliography, Brussels, and it is edited by Mr. Louis Stainier, of the Bibliothèque Collective, Brussels. The first number is a double one, and contains, 1st, a series of opinions on the library movement in Belgium by various public men; 2nd, an article by M. Ch. Defrècheux on the Central Popular Library of Liège; 3rd, a plea for the establishment of a Central Information Office for Public Libraries, by M. L. de Lissengrez; and 4th, sections devoted to practical librarianship, bibliography and notes and news. In every department the journal is interesting and readable, and should give a

fillip to the library movement not only in Belgium, but in France and Holland as well. We cordially welcome this valuable aid to the cause of modern librarianship, and trust it will be well supported in Britain and America as well as in Belgium.

**A Bibliography of children's reading.** Compiled and edited by Prof. Franklin T. Baker. Reprinted from *Teachers' College Record*, January-March, 1908. Published by Teachers' College, Columbia University, New York [1908.] 8°, pp. iv. + 130.

This is an annotated list of books suitable for children from seven to fifteen years of age, arranged in classes and including an article on "The Use of the School Library," by Allan Abbot. An attempt is made to "grade" the reading by means of indications of suitable ages placed at the end of entries, thus—

"Pier, Arthur Stanwood. Boys of St. Timothy's. Scribners. 16 mo. *III.* Pp. 284. 12 to 14."

The list is divided into sections like "Old Fairy Tales," "Modern Fairy Tales," "Myths," "Stories of Girl Life," "Travel and Adventure," "Historical Tales," "Biographies," "Poetry," etc., and the selection of books is naturally strongly American in tone. The "Bibliography" is compiled more from the standpoint of the schoolmaster than that of the librarian, and many books of little value are included. The list has a certain amount of suggestive value, and if used with the new list just issued by the London County Council for its school lending libraries, and the catalogues of Pittsburgh, Finsbury, Bootle and Cardiff, a very good collection of books for the young could be compiled. There are some very amusing and interesting criticisms of books by children in the article by Mr. Abbot on "The Use of the School Library." The truth and frankness of this criticism on *Don Quixote* will be admitted by everyone who has tackled that classic—"I liked *Don Quixote* very much in the beginning, but I got so tired of his adventures that I could hardly finish the book." Or, again, this view of poor *Ivanhoe's* misfortunes—*The Talisman*, "I liked this better than *Ivanhoe*, because the hero did more and was not in bed all the time." It would be an interesting study for someone with patience, to calculate how much time the heroes and heroines of fiction spend in bed through wounds, fevers, faints and all the other stock pathological troubles of the novelist.

**Practical Bookbinding**, a text-book intended for those who take up the art of bookbinding, and designed to give sufficient help to enable handy persons to bind their books and periodicals. By W. B. Pearce. London: Percival Marshall & Co., n.d. [1908]. 8°, pp. 132. *III.* Price 1s. net.

This practical little guide to the amateur forms No. 7 of "Marshall's Practical Manuals," and is well adapted to help anyone in learning to bind and repair books in a satisfactory manner. It is illustrated by a series of photographs of actual processes, some of them, however, being rather obscure, and by this means the text can generally be followed easily and precisely.

## THE LIBRARY ASSOCIATION EXAMINATION, 1908.

### A CRITICISM OF THE PAPERS.

THERE can be no doubt that the interest taken in the Professional Examination of the Library Association grows keener and more intense from year to year. It may be that a motive no higher ethically than that of self-preservation impels the assistant librarian to endeavour to get on terms with his fellows; or it may be that he is disinterestedly in pursuit of a state of greater efficiency. Whatever the cause, the success of the examination is pronounced, and that fact can only be indicative of good to the profession and to the individuals comprising it.

It has always been our opinion that those persons who show a tendency to decry the examinations, on the ground that by them a too great emphasis is placed upon the technical side of librarianship, exhibit but an imperfect knowledge of the requirements and of the nature of the questions asked. In proof of this we would refer them particularly to the papers set each year in Literary History and in Bibliography, the least exclusively technical parts of the examination. If these critics even then persist in their contention, and deny that anything but a literary ignoramus would be evolved by the study necessary to pass in the sections named, one can only disregard their criticism as negligible.

By the way, though, are the examiners themselves always impeccable? We have often noticed grammatical errors and errors of style in the questions, and this in spite of a solemn warning given each year to candidates that "grammar, punctuation, and style of their answers will be taken into consideration in the estimate of marks." In the "Instructions to Candidates," for instance, a copy of which is placed before each examinee, occurs every year the sentence (in connection with the use of "Dewey") :—

"It is forbidden to use the index."

"It," we presume, is a pronoun used instead of the noun "candidate" preceded by "the." This strikes us as rather ungenerous to the *genus* candidate, but, by any other interpretation, as the Israelites said, "Manna, what is 'it'?" However, the position of examiner cannot surely be an enviable one, and we can only hope that no Library Association examiner has yet reached that state which *Punch* recently depicted as "The Ruling Passion":

FIRST EXAMINER (*quoting*): "O cuckoo! shall I call thee bird,  
Or but a wandering Voice?"

SECOND EXAMINER: State the alternative preferred,  
With reasons for your choice!

**LITERARY HISTORY.** The papers in this subject are this year unusually interesting, for they mark the introduction of a "set period" into the examination. This innovation must be considered a success, although the questions do not appear to us on the whole to be any more difficult or any easier than those asked when the whole of English literature, from Beowulf to Swinburne, was virtually the "set period." We must, however, except from this stricture questions No. 4 and No. 5, and these which consist of quotations from representative fiction and poetry of the period, should have been made obligatory.

Fourteen questions were to be answered against ten in previous years, but twice the length of time was allowed. The papers should not present any very serious difficulty to anyone who has done fairly wide reading and has conscientiously worked at the period 1800-1850.

**BIBLIOGRAPHY.** The examiners in this subject manage to keep up an even standard of difficulty, which is seemingly impossible in other sections. Each year the paper is eminently fair to the candidate, and of a thorough nature. We must say, however, that it is a broad view of "bibliography" that asks one to "describe two classified catalogues of libraries, and point out differences in their construction" (question 4), and to "select books for a municipal library of 100,000 inhabitants. State what number of volumes you would allocate to the lending and reference departments respectively" (question 16). These two questions seem to have strayed unconsciously from the papers on "cataloguing" and "library organization" respectively.

Six hours were allowed to answer twelve questions instead of three hours for ten as heretofore.

**CLASSIFICATION.** The theoretical paper in this subject seems distinctly easier than that set last year. Several stock questions are included, and none beyond the compass of a prepared student. An additional half-hour was allowed.

A novelty in Part II. (Practical) should be carefully noted by prospective candidates. The examiners are no longer satisfied with the classifying of ten books by "Dewey," but also require that the mark according to Brown's "Subject Classification" should be given. An extra hour (three hours in all) was allowed for this part of the examination.

**CATALOGUING.** In the first part of the subject, out of ten questions set seven were to be attempted, as last year, but with a time allowance of three hours instead of two-and-a-half hours. The questions as a whole only involved general principles, and to a large extent matters of opinion. For instance:—

"How far is consistency a virtue in cataloguing?" (No. 3).

"Give rules for punctuating catalogue entries" (No. 5).

"What system of guiding would you adopt for a classified card catalogue?" (No. 9).

Part II. is identical with last year, but an hour longer was allowed in which to do the same work.



**LIBRARY HISTORY AND ORGANIZATION.** Twelve questions were to be attempted in six hours—a generous allowance. The papers include four questions on law, and were on lines with which we are familiar, with the possible exception of question 2, which asks one to “describe the physical properties of early forms of books, and their method of storage.” We can picture the bibliographical candidate looking with envious jealousy at the question, and offering to barter question 16 of his paper (as noticed *ante*) for it. It seems to belong “at him” as America says.

**PRACTICAL LIBRARY ADMINISTRATION.** These papers call for little comment. They are exactly based upon the Syllabus, and should be well within the ability of any assistant of a few years’ standing who has been intelligently interested in his work, and has backed it with some theoretical reading. Six hours were here also allowed for twelve questions.

The subject remains, in our opinion, the easiest in the syllabus.

T. E. TURNBULL.



## LIBRARY ASSOCIATIONS.

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### THE LIBRARY ASSOCIATION.

**T**HE Provisional Syllabus of Lectures in connection with the Summer School, to be held at the Loudon School of Economics, from July 13th to 18th, 1908, has just been issued, and from it the following particulars are extracted.

Names of students should be sent *at once*, with fees (provincial students 10s., London students from within 15 miles of Charing Cross, 15s.), to the Hon. Sec., Education Committee, Dr. E. A. Baker, 25, Whitcomb Street, S.W.

#### SECTION I.—Literary History.

Lecturers:—ERNEST A. BAKER, M.A., D.Lit. (Borough Librarian, Woolwich Public Libraries) and C. F. NEWCOMBE (Librarian, North Camberwell Library).

1—3. The Augustan Age of English Literature. 4—6. The special period, 1830—1870, set for the examination in 1909.

#### SECTION II.—Elements of Practical Bibliography.

Lecturer:—R. A. PEDDIE (St. Bride Foundation, London).

1.—Recent light on the invention of Printing. Sources of information on Printing in the 15th century. 2.—The later history of Printing abroad; Aldus, Froben. The Estiennes, Plantin, The Elzeviers, Bodoni, The Didots. 3.—The later history of Printing in England. 4.—The Bibliography of Bibliography; National Bibliography; Trade Bibliography. 5.—Bibliographies of Special Subjects.

#### SECTION III.—Classification.

Lecturer:—L. STANLEY JAST (Chief Librarian, Croydon Public Libraries; Hon. Secretary, Library Association).

1.—THE FUNDAMENTAL LOGICAL CANONS. Two kinds of names: Literal and Metaphorical; The meaning of the terms, Denotation and Connotation,

Extension and Intension; Characteristics may be essential or accidental; Characteristics should be mutually exclusive; The Tree of Porphyry; Enumeration of parts must be exhaustive; Consistency. 2.—THE CLASSIFICATION OF BOOKS: GENERAL CONSIDERATIONS. Objections to systematic classification; Confusion of the aims of a classification of knowledge and a classification of books; How these differ; Consideration of the means whereby modern bibliographical classification achieves its purpose. 3.—THE THEORY OF NOTATION. Prominence of notation in modern classifications, and the reasons for it; The three *desiderata*: Simplicity, Denotative Economy, and Expansibility. 4.—PRACTICAL RULES FOR CLASSIFYING. I. The distinction between topic and form, of fundamental importance; The nine form divisions of the decimal classification; Outer and inner form; History as topic and as form; Form in pure literature. 5.—PRACTICAL RULES FOR CLASSIFYING. II. Most specific head; Series and collected works; Confusion between criticism and classification; Predominant tendency; When headings clash; Books which cover two or three divisions of a topic; The importance of having a reason; How to deal with new subjects; Most useful place.

#### SECTION IV.—Cataloguing.

Lecturer:—W. R. B. PRIDEAUX, B.A. (Librarian, Reform Club; Library Association Diploma).

1.—Historical introduction; Codes of cataloguing rules; The Anglo-American code. 2.—Definitions; Objects and varieties of the catalogue. 3.—Rules for author-entries; Subject entries. 4.—Bibliographical description; Annotations. 5.—Forms of catalogues; Preparation for the press, styles of printing and proof-reading. Summary.

Books recommended:—Quinn's *Manual of Library Cataloguing*; Cutter's *Rules for a Dictionary Catalogue* (3rd edition); *British Museum Cataloguing Rules* (1900).

#### SECTIONS V. & VI.—General Principles of Library Organization and Routine.

Lecturer:—JAMES DUFF BROWN (Borough Librarian, Islington Public Libraries).

1.—Library Buildings: Planning, fittings, and arrangement of departments (*Lantern illustrations*). 2.—The Reference Library: Equipment and arrangements; Policy and methods; Aid to readers; Rules. 3.—Reading Rooms, Policy and arranging it; Newspapers; Quick-Reference Collections.; Rules. 4.—The Lending Library: Arrangement; Charging systems; Rules. 5.—Library Extension: Branches, Children's Rooms, Museums, &c.; General Routine; Summary.

Five lectures will be delivered on each subject. Students are requested to write to the lecturers for a preliminary course of reading on the subjects they select.

Visits will be arranged to the British Museum, the Guildhall Library, Sion College, the National Art Library, South Kensington, etc.; exhibitions of books and other interesting objects will be provided, and the students conducted over the buildings by experts in the special subjects illustrated.

#### TIME-TABLE OF LECTURES, &c.

##### Monday, July 13th.

10-11.30 a.m. Lecture by Mr. PRIDEAUX (Section IV.).

11.45 a.m.-1.15 p.m. \*Lectures by Mr. PEDDIE (Section II.) and Mr. JAST (Section III.).

2.15-3.45 p.m. Lecture by Mr. BROWN (Sections V. and VI.).

4-5.30 p.m. Lecture on Literary History.

##### Tuesday, July 14th.

10-11.30 a.m. Lecture by Mr. PRIDEAUX (Section IV.).

11.45 a.m.-1.15 p.m. \*Lectures by Mr. PEDDIE (Section II.) and Mr. JAST (Section III.).

2.15-3.45 p.m. Lecture by Mr. PRIDEAUX (Section IV.) and Mr. JAST (Section III.).

4-5 p.m. Lecture by Mr. PRIDEAUX (Section IV.) and Mr. JAST (Section III.).

10-11.30 a.m. Lectures by Mr. PRIDEAUX (Section IV.) and Mr. JAST (Section III.).

11.45 a.m.-1.15 p.m. Lectures by Mr. PRIDEAUX (Section IV.) and Mr. JAST (Section III.).

2.15-3.45 p.m. Lecture by Mr. BROWN (Sections V. and VI.).

4-5.30 p.m. Lecture on Literary History.

#### Thursday, July 16

10-11.30 a.m. Lectures by Mr. PRIDEAUX (Section IV.).

11.15 a.m.-1.15 p.m. Lecture by Mr. PEDDIE (Section II.).

2.15-3.45 p.m. Lecture by Mr. BROWN (Sections V. and VI.).

4-5.30 p.m. Lecture on Literary History.

#### Friday, July 17th.

10-11.30 a.m. Lectures by Mr. PRIDEAUX (Section IV.) and on Literary History.

11.45 a.m.-1.15 p.m. Lectures by Mr. PEDDIE (Section II.), and Mr. JAST (Section III.).

2.30 p.m. Visit to Messrs. Odham's, and other printing and stationery firms.

#### Saturday, July 18th.

10-11.30 a.m. Lectures by Mr. BROWN (Sections V. and VI.), and on Literary History.

11.45 a.m.-1.15 p.m. Lecture by Mr. JAST (Section III.).

Arrangements are in progress for an Evening Reception to be held by the Council of the Library Association at 20, Hanover Square, a Re-union with the Library Assistants' Association, and other functions.

#### PROFESSIONAL EXAMINATION—LITERARY HISTORY.

THE special period set by the Council for the 1909 examination in Literary History is from 1830 to 1870. Students intending to enter for this section should begin work at once on this period, bearing in mind, however, that only one of the two papers will be devoted thereto, the other dealing with Literary History in general. It is hoped that arrangements will again be made for the admission of Library Association students to a course of lectures covering the period, at King's College.

#### LIBRARY ASSISTANTS' ASSOCIATION.

A "SOCIAL" was held at the St. Bride Foundation Institute, London, on Wednesday, May 27th, at 7 p.m. and was attended by some 128 members and friends, who spent a very enjoyable four hours following the programme of dances, music, etc., which had been prepared by the Social Sub-committee. The "Social" atmosphere was inclined to be a little frigid at first, and one saw clusters of young men and young women almost sitting on each other, in nervous groups representing one library, and in some cases even the staff of a branch would be seen all sitting together as if for mutual protection and

\* These will be given simultaneously in separate rooms.

encouragement ! This phase of embarrassment soon wore off, however, and towards the end of the evening everybody was at ease and inclined to fraternize all round. It must be difficult for a library assistant, after a week's strenuous endeavour to pass an examination, to become suddenly human and sociable, and the male element in particular not to be overawed by the unwonted splendour of some of the toilettes displayed. The programme was not rigidly adhered to, but, in addition to various dances, included piano selections by Misses Funnell and Mitchell (Islington), Moslin (Stepney); a violin solo by Mr. A. M. Moslin (Stepney); songs by Mr. Hawkins (Fulham), Miss Glenister, Miss Brown and Mr. J. D. Stewart (Islington), and a humorous dramatic sketch by Max Pemberton, entitled "Lights Out," very admirably acted by Miss Duménil (Hackney) and Misses Griffiths, Bobbitt, Skuse, Glenister and Funnell (Islington Libraries Club). The sketch was loudly applauded and appreciated, and the subsequent proceedings were much more lively as the result of the amusement created by the flirtatious Mr. Algernon Cuff. The success of this Social, which was attended by representatives of most of the London and district library areas, will doubtless result in its becoming an annual feature of the L.A.A., and if so, should do much to advance the friendly and sociable relationships of the members.

The annual meeting of the L.A.A. will be held at the Central Library, Holloway Road, Islington, by invitation of the Islington Libraries Club, on Wednesday, June 10th.



## CORRESPONDENCE.

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*To the Editor of THE LIBRARY WORLD.*

SIR,—Since it became known that the Library Association was coming to Brighton for this year's meeting, several grumbles have reached me that Brighton is hardly the sort of place to come to in August, because the prices are increased.

Will you allow me to contradict this in the columns of your paper ? It is quite true that, in common with all seaside towns, private rooms are much dearer in August than in other months of the year. August, however, is not the Brighton season in the ordinary sense of the word, and all the hotels reduce their prices considerably during that month. Special reduced terms will be offered members.

Yours faithfully,

HENRY D. ROBERTS.

*Public Library, Brighton,  
27th May, 1908.*

## LIBRARY ECONOMICS.

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**37. Terms and Phrases used in Library Work.**  
(*Continued.*)**Quarter-bound.** A book with cloth sides, but leather back is so described.**Quarto.** *See* Sizes of books.**Quire.** Twenty-four sheets. Books in sheets, unbound, are also said to be in quires.**Quotes.** A printer's term for inverted commas.**Reading list.** A list of the best books and articles on some subject, with hints and suggestions on studying the subject.**Reading room.** The room in a library set apart for reading and study, in some libraries the reading room is simply a newsroom.**Ream.** Twenty quires or four hundred and eighty sheets. A printer's ream is five hundred and sixteen sheets.**Re-casing.** The re-sewing of a book into its cover.**Recto.** The right-hand side of a page. The uneven numbers.**Reference.** In cataloguing, a direction from one heading to another, *e.g.*, Argyle (Duke of) *See* Campbell.**Reference books.** These are encyclopædias, annuals, gazetteers, dictionaries, etc., consulted for specific information and arranged for quick reference to the information desired.**Reference library.** A library where books are for consultation only within the building.**Register.** Alphabetical tables of the first words of chapters ; introduced about 1469.**Registerband.** (*Ger.*) Index volume.**Registration of borrowers.** The recording, in a book or cards provided for the purpose, the names of the borrowers as they join the library, each borrower getting a number.**Relié, reliure.** (*Fr.*) Bound, binding.**Remarque proof.** A print which has reproduction of a small design sketched on the margin of the plate—usually known as an "artist's proof."**Renewals.** The issue of a book being renewed for a further period to same borrower.

**Replica.** A copy of an original picture done by the hand of the same master.

**Reprint.** "A second or new impression or edition of any printed work."

**Reserved** or bespoken books. A method adopted in some libraries whereby borrowers may have a certain book reserved for them by paying a small fee, usually a penny, to cover cost of post card, etc., which is sent when book is available for issue again.

**Revidierte Auflage.** (*Ger.*) Revised edition.

**Revise.** A proof after being corrected.

**Roman.** (*Fr.* and *Ger.*) Work of fiction.

**Roman numerals.** I., II., III., and so on, as distinguished from Arabic numerals, 1, 2, 3, etc.

**Roman type.** This character with lower-case, modelled after the cursive writing of the twelfth century, was first reduced to symmetry and used as a body type for book-work in 1471, by Nicolas Jenson, a famous printer of Venice. This type is Roman.

**Roxburghe binding.** "Plain leather back, no raised bands, lettered in gold near the top, cloth or paper sides, leaves gilt at top, otherwise unopened."

**Royal octavo,** etc. *See* Sizes of books.

**Rub.** In some libraries where many periodicals are bound, one "rub" is made for each after the first volume has been bound. This consists of a piece of white tracing linen similar to that used by architects, and cut to the exact length and breadth of the back of the volume of which the "rub" is required. The linen is held tightly in position, and with a cobbler's heel-ball it is rubbed until the linen shows a copy of the back of the volume, with all bands, lines, lettering, etc. This guides the binder when binding future volumes of the magazine, provided it does not alter in size, the "rub" being numbered and kept in his workshop.

**Rubricated.** Printed in red ink.

**Running title.** The title at the top of each page of a book.

**S.A.,** *Sine anno.* (*Lat.*) Without date mentioned.

**Safe-guarded open access.** *See* Open access.

**Salle de lecture.** (*Fr.*) Lecture hall.

**Sammlung.** (*Ger.*) Collection, compilation.

**Sämtliche Werke.** (*Ger.*) Complete works of an author.

**Schauspiel.** (*Ger.*) Play, drama.

**School library.** A system in operation in some towns whereby books belonging to the Public Library and suitable for scholars are housed at the school, and the books taken charge of by the teachers and issued to the children.

**Schriften.** (*Ger.*) Writings.

**Schwank.** (*Ger.*) Farce.

**Section.** In bookbinding, the name applied to the folded sheet.

**Seite.** (*Ger.*) Page of a book.

**Serial.** A publication issued usually at regular intervals as part of a series.

**Series entry.** The entry of the several works in a library belonging to a series under the name of the series as a heading.

**Set-off.** "When the ink off-sets from one sheet to another."

**Sexto-decimo.** *See* Sizes of books.

**Sheaf catalogue.** "The sheaf catalogue consists of loose leaves, bound by mechanical means into a sheaf or volume, or a series of volumes. The binding is effected by turning a screw, and secures absolute adjustability of the leaves. This enables the leaves to be re-arranged, if necessary, and allows of the insertion of a new leaf at any point."

**Shelf guides.** Mechanical guides, printed or otherwise, for guiding the borrowers or staff to where the books on certain subjects or by certain authors are shelved.

**Shelf list.** A brief list of the books as they stand on the shelves, and usually entered on sheets called shelf-list sheets.

**Shelf marks.** The marking of the shelf in classified libraries with the topic number or name of the subject represented on the shelf. Usually done by the staff with an ordinary rubber-printing set.

**Shelving.** Shelves in libraries are either fixed or movable. One variety of shelf adjustment consisted of holes drilled in the uprights into which pegs were fitted, these being used to support the shelf, but this is rarely used now in Public Libraries. Another well-known variety "consists of metal strips, with perforations at inch intervals, let into grooves in the uprights, and designed to carry the shelves on four metal studs or catches, which engage in the slots or perforations." Still another variety, which is of metal with absolute shelf adjustments is now being extensively used. "It consists of strong steel uprights, in which are formed continuous grooves, which carry and support shelf brackets designed to grip at any point by automatic means. These brackets will slide

up and down the uprights to any point, while a small controlling lever is depressed, but the moment this is released the bracket will become firmly fixed in place, and will remain there till again moved, whatever weight may be placed upon the shelf which it supports."

**Shoulder notes.** Marginal notes placed at the top corner of a book.

**Show cases.** In some closed libraries show cases, either fixed or revolving, exhibiting some of the latest books added are shown on the lending library counter. "In some libraries these show-cases are not glazed on the public side, so that the readers have the additional privilege of examining the new books as well as merely seeing them."

**Sic.** (*Lat.*) So, thus. A word often used in quoting, and placed within parentheses intended to note that while the quotation is literally exact, there is something peculiar about phrase, word, or spelling immediately preceding (*sic*).

**Signature.** The printer's letter or figure at the foot of the first page of a sheet, or of a section, used for guiding the binder when folding or arranging for binding. The signature is also used by printers for identifying any particular sheet. The invention of signatures is usually accredited to Antonio Zorat, of Milan, in 1470.

**Signature book.** See Visitors' book.

**Sine anno.** (*Lat.*) Without date mentioned.

**Sizes of books.** The following are the approximate sizes of printed books, with cut edges:—

|                     |     |     |     |           |     |
|---------------------|-----|-----|-----|-----------|-----|
| Royal folio ...     | ... | ... | 20  | inches by | 12½ |
| Medium „ ...        | ... | ... | 19  | „         | 12  |
| Demy „ ...          | ... | ... | 18  | „         | 11½ |
| Crown „ ...         | ... | ... | 14½ | „         | 9½  |
| Foolscap „ ...      | ... | ... | 12½ | „         | 8½  |
| Imperial quarto ... | ... | ... | 15  | „         | 11  |
| Royal „ ...         | ... | ... | 12½ | „         | 10  |
| Medium „ ...        | ... | ... | 11½ | „         | 9½  |
| Demy „ ...          | ... | ... | 11½ | „         | 9   |
| Crown „ ...         | ... | ... | 10  | „         | 7½  |
| Foolscap „ ...      | ... | ... | 8½  | „         | 6½  |
| Imperial octavo ... | ... | ... | 11  | „         | 7½  |
| Super-royal „ ...   | ... | ... | 10½ | „         | 6½  |
| Royal „ ...         | ... | ... | 10  | „         | 6½  |
| Medium „ ...        | ... | ... | 9½  | „         | 5½  |
| Demy „ ...          | ... | ... | 9   | „         | 5½  |
| Crown „ ...         | ... | ... | 7½  | „         | 5   |
| Foolscap „ ...      | ... | ... | 6½  | „         | 4½  |
| Demy 12° ...        | ... | ... | 7½  | „         | 4½  |
| „ 18° ...           | ... | ... | 6   | „         | 3½  |
| 32° ...             | ... | ... | 4½  | „         | 2½  |
| 48° ...             | ... | ... | 3½  | „         | 2   |



**Sizes of books.** The following table was prepared by a committee on size-notation appointed by the Library Association:—

| Notation.              | Height in Inches.                | Width.                         | Leaves to Signature.                   | Wire line in laid or hand-made papers. |
|------------------------|----------------------------------|--------------------------------|--|--|
| Folio.                 |                                  |                                |  |  |
| Atlas fo. ... (1)      | Circa 30                         | $\frac{2}{3}$ to $\frac{3}{4}$ | { In twos, fours, sixes, and eights. } | Perpendicular.                         |
| La. fo. } Imp. fo. (5) | 21 $\frac{1}{2}$ —23             |                                |  |  |
| or { Roy. fo. (5)      | 18 $\frac{1}{2}$ —21             |                                |  |  |
| Fo. ... (2)            | 13 $\frac{1}{2}$ —18             |                                |  |  |
| Sm. fo. ... (3, 4)     | 8 $\frac{1}{2}$ —13              |                                |  |  |
| Quarto.                |                                  |                                |  |  |
| La. 4° } Imp. 4° (5)   | 13 $\frac{1}{2}$ —16             | $\frac{1}{5}$                  | { In fours, sixes, and eights. }       | Horizontal.                            |
| or { Roy. 4° (5)       | 11 $\frac{1}{2}$ —13             |                                |  |  |
| 4° ... (2)             | 9 $\frac{1}{2}$ —11              |                                |  |  |
| Sm. 4° ... (3)         | 7 $\frac{1}{2}$ —9               |                                |  |  |
| Octavo et infra.       |                                  |                                |  |  |
| La. 8° } Imp. 8° (5)   | 10 $\frac{1}{2}$ —11             | $\frac{2}{3}$ to $\frac{3}{4}$ | { In eights and sometimes fours. }     | Perpendicular.                         |
| or { Roy. 8° (5)       | 9 $\frac{1}{2}$ —10              | "                              |  |  |
| 8° ... (2)             | 8—9                              | "                              | In eights.                             | "                                      |
| Sm. 8° ... (3)         | 6 $\frac{1}{2}$ —7 $\frac{1}{2}$ | "                              | "                                      | "                                      |
| 12° ...                | 6 $\frac{1}{2}$ —7 $\frac{1}{2}$ | "                              | In sixes & twelves                     | Horizontal.                            |
| 16° ... (6)            | 5 $\frac{1}{2}$ —6               | $\frac{2}{3}$ to $\frac{4}{5}$ | In eights and sixteens.                | Horizontal and Perpendicular.          |
| 18° ...                | 5 $\frac{1}{2}$ —6               | $\frac{2}{3}$ to $\frac{3}{4}$ | In sixes, twelves, and eighteens.      | Horizontal.                            |
| 24° ...                | 4—5                              | "                              | In sixes & twelves                     | Perpendicular.                         |
| 32° ...                | 4—5                              | "                              | In eights and sixteens.                | "                                      |
| 48° or M° ... (7)      | under 4                          | "                              | ...                                    | "                                      |

1. Including "elephant," "columbia," etc.
2. Including "medium," "demy," and "crown."
3. Including "copy," "post," "foolscap," and "pot."
4. Of preceding centuries.
5. Of this century.
6. Including sq. 16°, and all books of this size, in eights.
7. Including 48°, 64°, etc. "Minimo" for the smallest books.

**S.L.** = Sine loco (*Lat.*) Without place [of publication] mentioned.

**S.L. et a** = Sine loco et anno (*Lat.*) Without either place [of publication] or date being mentioned.

**Slips.** The ends of the sewing cord or tape that in binding are attached to the boards.

**Small capitals.** The smaller capital letters, indicated in MS. by two strokes (=) underneath the letter or word to be so printed.

**Small folio, etc.** See Sizes of books.

**S. nom. imp.** = Sine nomine impressoris. (*Lat.*) Without printer's name.

**Sobriquet.** Nickname or fanciful name.

**Special collection.** A collection of books specially formed in libraries to illustrate any author or subject. For example, Shakespeare in Birmingham, Furniture at Shoreditch.

**Specific entry.** "Registry of a book under a heading which expresses its special subject as distinguished from entering it in a class which includes that subject."

**Sprinkled edges.** "Cut" books often have their edges "sprinkled" with a faint colour.

**Squares.** The portion of the boards of a volume which project over the edges.

**Staatbibliothek.** (*Ger.*) State library.

**Stack.** "A series of double-faced bookcases grouped in one room, usually placed as close together as possible to allow of compact storage of books." Also used for a single standard case.

**Stadtbibliothek.** (*Ger.*) City library.

**Stahlstich.** (*Ger.*) Steel engraving.

**Star.** See Asterisk.

**Steintafel.** (*Ger.*) Lithograph.

**Stereotype.** Casts of pages of type on a metallic plate taken from a page of movable type by either plaster or paper process.

**Stock book.** A book in which are entered full details of every book as added to the library. As used in some libraries there are ruled columns showing language of book, class letter, book or pamphlet, size, imprint, date, binding, price and discount, vendor or donor, special collection, etc. A very full form of stock book is used at the Mitchell Library, Glasgow.

**Story-hour.** In some libraries, chiefly in America, a member of the staff tells stories on a certain subject to a group of assembled children in the juvenile library.

**Students' tickets.** The issuing of one or more extra tickets to a borrower for use in all classes of literature except fiction. This idea was introduced by Mr. J. Y. W. MacAlister in a paper read before a meeting of the Library Association at Aberdeen in 1893. The suggestion was first put into practice at Finsbury, by Mr. James Duff Brown.

**Study tables.** Tables sometimes set apart for children in the juvenile reading room, where they can do some of their home-lesson work.

**Sub-class.** The headings into which the various main headings of a classification are divided.

**Sub-division.** One of the many divisions that a sub-class is divided into, in a scheme of classification.

**Sub-head.** A *sub-head* is a catalogue to divide the *sub-heads* are large, e.g., Scotland, Law.

**Subject** A catalogue of subjects, either arranged alphabetically, or systematically in

A *subject classification* invented by Mr. Jan Dunbro, published in 1906. "It is based on the principle of alphabetical sequence; of keeping applications of the theory as possible to the foundation theory; and of providing one place only for each important topic."

**Subject-entry.** "Registry under the name selected by the cataloguer to indicate the subject."

**Subject-word entry.** "Entry made under a word of the title which indicates the subject of the book."

**Sub-librarian.** The next in charge to the chief librarian, sometimes called the deputy librarian.

**Sub-title.** "A bastard, fly, or half-title placed before the full title-page."

**Super-extra.** In bookbinding, means bound in the best manner, double head-bands, coloured end-papers, etc.

**Superiors.** Small letters or figures placed above a word and having reference to a foot-note.

**Super-libros.** A mark of ownership usually impressed on the boards of a book, and consisting of a device, coat-of-arms, etc.

**Supplément.** (*Fr.*) Supplement.

**Syndetic.** "Applied to that kind of dictionary catalog which binds its entries together by means of cross-references so as to form a whole, the references being made from the most comprehensive subject to those of the next lower degree of comprehensiveness, and from each of these to their subordinate subjects, and *vice versa*."

**Tafel.** (*Ger.*) Plate, table, index.

**Tag.** Label, either fixed on with adhesive or tied or secured by string or wire. Usually applied to the small circular label affixed to the back of a book to bear the location mark.

**Tail-piece.** An ornament placed in a short page to fill up the space.

**Taschenausgabe.** (*Ger.*) Pocket edition.

**Teil, Theil.** (*Ger.*) Part of a book.

**Throwing out.** Maps, tables, or diagrams likely to be frequently referred to in the text of a book are by the binder termed "thrown out" by making the "guard" the size of the page and pasting in at end of book, so that the maps, etc., may be open for reference during the reading of the book.

**Tier.** A row of shelves placed one above another between two uprights.

**Ties.** *See* Clasps.

**Title-a-liner.** Entries in a catalogue cut down so that each is confined to one line.

**Title-entry.** The entry of a book in a catalogue under the first word of the title not an article.

**Title-page.** The page of a book stating the title or name of the book, its author's name, publisher, place, and date of publication.

**Tome.** (*Fr.*) Volume.

**Tomus.** (*Lat.*) Volume.

**Tooling.** In bindings, may either be "blind," that is, a simple impression of the hot tools, or "gold" tooling, in which the impression of the tool is left in gold on the leather.

**Touched proof.** A first impression taken from an engraved plate, and altered and improved by the artist, by the aid of black and white chalks, as a guide to the engraver.

**Tous droits réservés.** (*Fr.*) All rights reserved.

**Trauerspiel.** (*Ger.*) Tragedy.

**Travelling libraries.** A small collection of books sent to responsible persons in small towns, who undertake the local collection and delivery of the books on payment of a small fee to cover cost of carriage, etc. These libraries are much used in the United States.

**Treatise.** A literary composition presenting a subject in all its parts; distinguished from an "essay" in being longer, more exhaustive, and less popular in style of writing.

**Trimmed edges.** Differ from "cut edges" in that the amount taken off must be only the rough and dirty edges, the book being thus left as large as possible.

**Twelvemo.** *See* Sizes of books.

**"Two book" system.** *See* Students' tickets.

**Two sheets on.** A technical term in bookbinders' parlance used to describe a method of sewing books when two sheets are treated as one. It is usually employed for books with very thin sections when it is necessary to keep down the swelling in the back of the book, caused by the thread, to a modicum. In hand-sewing two sheets at a time are placed on the sewing frame. The thread is passed from the kettle-stitch of the lower sheet and brought out at the first tape or cord, when it is inserted into the upper sheet, and so on. Two sheets therefore only receive the same number of stitches as one sheet would do by the "one sheet on" method.

**"Two-ticket" system.** *See* Students' tickets.

**Übersetzen.** (*Ger.*) To translate.

**Uncut.** "A term indicating that a book has not had its edges trimmed or cut in rebinding. Uncut leaves are generally described as unopened."

**Unlettered prints.** See Engraver's proofs.

**Ut sup.** Ut supra. (*Lat.*) As above.

**Variorum edition.** One with notes by various commentators.

**Vellum.** Produced from calfskin, the finest and thinnest called "uterine"; prepared with greater care than "vellum," it was chiefly used for illuminated books.

**Verlagsbuchhändler.** (*Ger.*) Publisher.

**Vermehrte Auflage.** (*Ger.*) Enlarged edition.

**Verso.** The left-hand side of a page, the reverse of "recto." The even number.

**Vignette.** Formerly any kind of printer's ornaments, as heads, flowers, and tail-pieces; more recently, any kind of wood-cut, engraving, etc., not enclosed within a definite border.

**Visitors' book.** A book in which the members of the Library Committee, etc., enter their names, when visiting the library.

**Volksbibliothek.** (*Ger.*) People's library.

**Volume.** Usually applied to a book in a series having its own title-page and volume number, *e.g.*, Chambers's Encyclopædia, vol. 8.

**Von.** (*Ger.*) By.

**Vorwort.** (*Ger.*) Preface; introduction.

**Voucher.** The form which is given to the borrower to fill up before he can become a member of the library.

**Wall-cases.** Shelving for books, frequently twelve to fifteen feet high, built against a wall.

**Watermark.** The mark used on paper to distinguish the maker or mill, consisting of semi-translucent names or devices seen when paper is held against the light.

**Weeding out.** A term applied to the act of withdrawing or discarding obsolete or effete books from the library.

**Whipping.** Similar to "over-casting" in binding, but word more properly applied when longer stitches are made.

**Whole binding.** When the leather covers the back and sides of a volume, it is said to be whole bound.

**Wrong fount.** (*w.f.*) Letters of a different series mixed with another fount.

- Zeitschrift.** (*Ger.*) Periodical publication.  
**Zeitung.** (*Ger.*) Newspaper.  
**Zeitungslesehalle.** (*Ger.*) Newspaper reading room.
- 

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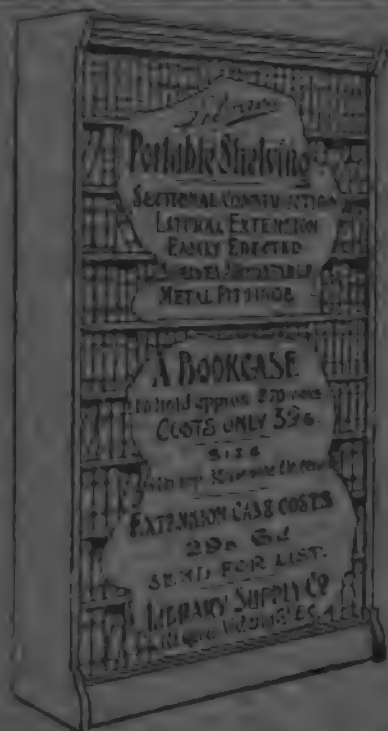
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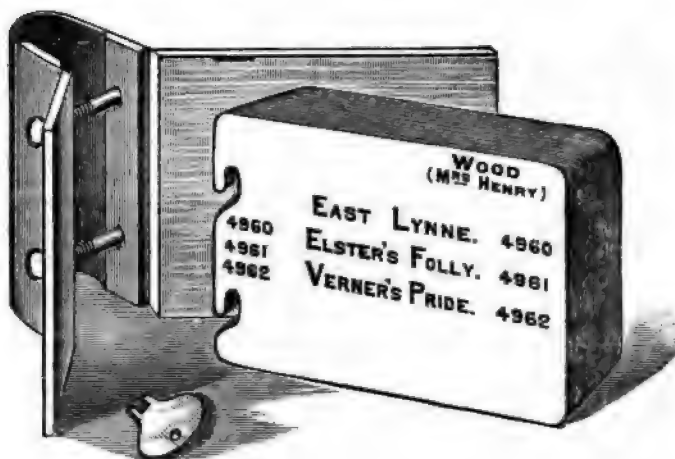
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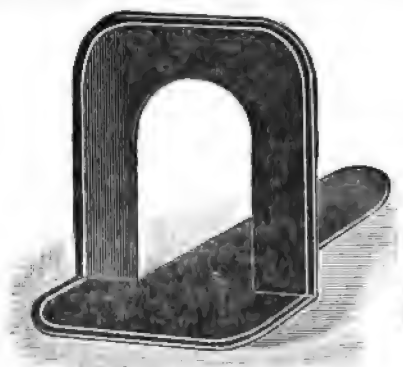
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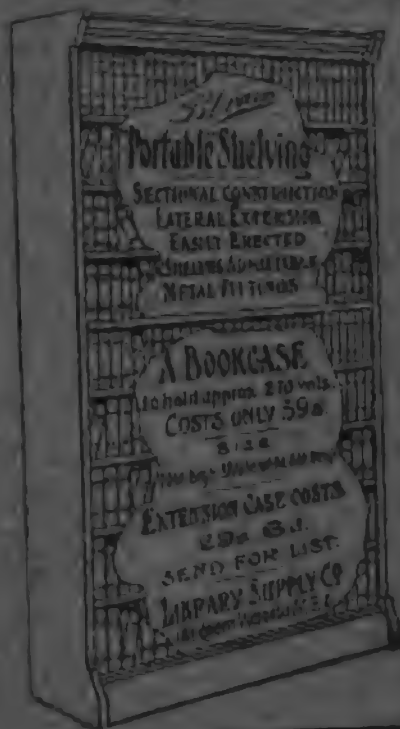
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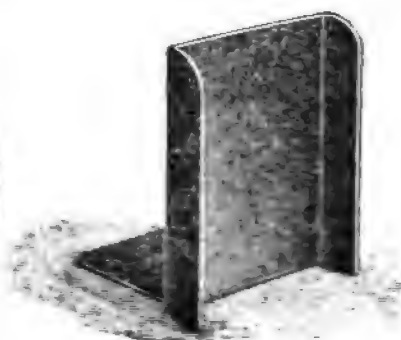
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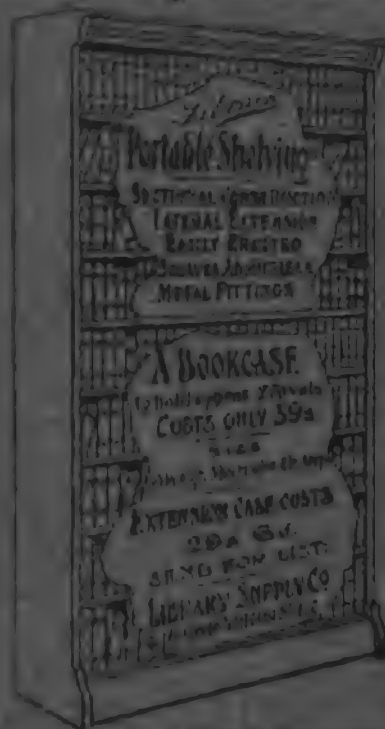
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